

COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois
Thursday, November 17, 2022 – 6:30 p.m.

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

Agenda Items

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
County Board:
 - A. Biennial Organizational Meeting
Monday, December 5, 2022 @ 6:00 p.m.
Shields-Carter Meeting Room
 - B. Regular Meeting
Thursday, December 15, 2022 @ 6:30 p.m.
Shields-Carter Meeting Room
- VII. Public Participation
- VIII. *Consent Agenda 1-93
- IX. Communications
A. News Release regarding ISGS project to study the Mahomet Aquifer in Champaign County 94-95
- X. Approval of Minutes
A. October 20, 2022 – Regular Meeting 96-102
B. October 20, 2022 – Truth in Taxation Hearing 103
- XI. Standing Committees:
A. County Facilities
Summary of Action Taken November 1, 2022 Meeting 104-105
B. Environment and Land Use Committee
Summary of Action Taken November 3, 2022 Meeting 106-108
B. Highway & Transportation Committee
Summary of Action Taken November 4, 2022 Meeting 109
- XII. Areas of Responsibility
Summary of Action Taken November 9, 2022 at Committee of Whole Meeting (Justice & Social Services; Finance; Policy, Personnel, & Appointments) 110-115
A. Policy, Personnel, & Appointments
1. Adoption of Resolution No. 2022-257 designating the Highway Department Conference Room as the Lorraine Cowart Conference Room 116

B. Finance

1. **Adoption of Resolution No. 2022-258 approving Budget Transfer BUA 2022/10/513 117-119
Fund 2619 Tax Sale Automation / Dept 026 County Treasurer
Increased Appropriations: \$10,100
Increased Revenue: \$10,100
Reason: Additional funds required to pay part-time staff through the end of the year
2. *Adoption of Ordinance No. 2022-15 annual tax levy 120-122
3. *Adoption of Ordinance No. 2022-16 annual budget & appropriation 123-130
4. *Adoption of Ordinance No. 2022-17 providing for the issue of not to exceed \$20,000,000 131-164
General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source) for the purpose of consolidating the County's jail facilities by constructing and equipping an addition attached to the existing satellite jail, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay said bonds if the pledged revenues are insufficient to make such payments, and authorizing the sale of said bonds to the purchaser thereof
5. *Adoption of Ordinance No. 2022-18 providing for the issue of not to exceed \$20,000,000 165-196
General Obligation Bonds (General Sales Tax Alternate Revenue Source) for the purpose of renovating, repairing and equipping the former County Plaza building for the relocation of various County offices, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay said bonds if the pledged revenues are insufficient to make such payments, and authorizing the sale of said bonds to the purchaser thereof

XIII. New Business

- A. Adoption of Resolution No. 2022-259 authorizing purchases not following purchasing policy 197-198
- B. Adoption of Resolution No. 2022-260 authorizing payment of claims 199
 - The payment register is available on the County's website at:
<https://www.co.champaign.il.us/Auditor/OnlineCheckbook.php>
- C. **Adoption of Resolution No. 2022-261 approving budget amendment BUA 2022/11/125 200-202
Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center
Increased Appropriations: \$18,500
Increased Revenue: \$0
Reason: Increase spending authority in professional services using the Child Advocacy Center fund balance to cover the increase in costs of counseling for victims of abuse.
- D. **Adoption of Resolution No. 2022-262 approving Budget Amendment BUA 2022/11/159 203-209
Fund 2092 Law Library / Dept 074 Law Library
Increased Appropriations: \$6,850
Increased Revenue: \$6,850
Reason: To receive a grant from the Illinois Access to Justice for supporting self-represented litigants at the Help Desk.
- E. **Adoption of Resolution No. 2022-263 approving Budget Amendment BUA 2022/11/172 210-211
Fund 1080 General Corporate / Dept 031 Circuit Court
Increased Appropriations: \$15,800
Increased Revenue: \$15,800
Reason: To receive reimbursement from the State of Illinois for certified interpreter fees paid out in the past year.
- F. Adoption of Resolution No. 2022-264 approving award of contract for Satellite Jail Consolidation Project, pursuant to ITB#2022-009 212-218

- G. Adoption of Resolution No. 2022-265 honoring retiring County employees 219-220
- H. Adoption of Resolution No. 2022-266 honoring County employees 221-223
- XIV. Discussion/Information Only**
 - A. Workforce Study *(to be distributed)*
 - B. Update from the ARPA Project Manager – Kathy Larson 224-230
- XV. Adjourn**

*Roll call

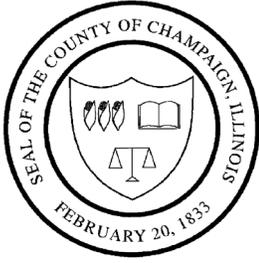
**Roll call and 15 votes

***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.

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.



COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois
Thursday, November 17, 2022 - 6:30 p.m.

Shields-Carter Meeting Room
Brookens Administrative Center
1776 E. Washington Street, Urbana, IL 61802

Consent Agenda Items

Page

A. Environment and Land Use

1. Adoption of Ordinance No. 2022-12 amending the Zoning Ordinance for a Zoning Map Amendment on Certain Property, Zoning Case 062-AM-22 1-3
2. Adoption of Ordinance No. 2022-13 granting a special use permit, Zoning Case 064-S-22 4-8

B. Highway & Transportation

1. Adoption of Resolution No. 2022-239 appropriating County Motor Fuel Tax Funds for county road maintenance, section #23-00000-00-GM 9-10
2. Adoption of Resolution No. 2022-240 appropriating County Motor Fuel Tax funds for the salary and estimated expenses of the County Engineer for the period from January 1, 2023 through December 31, 2023 11-13
3. Adoption of Resolution No. 2022-241 approving contract award authority for township aggregate 14

C. Policy, Personnel & Appointments

1. Adoption of Resolution No. 2022-242 appointing Andy Graham to the Public Aid Appeals Committee, term 12/1/2022-11/30/24 15
2. Adoption of Resolution No. 2022-243 appointing Ryan Elwell to the Zoning Board of Appeals, term 12/1/2022-11/30/2027 16
3. Adoption of Resolution No. 2022-244 appointing Robert Lee Wood Jr. to the Pesotum Fire Protection District, unexpired term ending 4/30/2024 17
4. Adoption of Resolution No. 2022-245 approving the 2023 Holiday Calendar 18-19
5. Adoption of Resolution No. 2022-246 approving the 2023 County Board Calendar of Meetings 20-23

D. Justice and Social Services

1. Adoption of Resolution No. 2022-247 approving an Intergovernmental Agreement between the Champaign County Sheriff's Department and Kankakee County for the housing of prisoners 24

E. Finance

1. **Adoption of Resolution No. 2022-248 approving Budget Transfer BUA 2022/10/358 Fund 1080 General Corporate / Dept 071 Public Properties, 042 Coroner, 040 Sheriff, 026 County Treasurer, 022 County Clerk, 023 Recorder, 030 Circuit Clerk, 041 State's Attorney, 025 Supervisor of Assessments, 052 Court Services – Probation, 036 Public Defender, 031 Circuit Court, 141 State's Attorney Support Enforcement, and 075 General County Amount: \$206,220 Reason: A Board approved transfer is required to cover the FY2022 AFCSME contract wage increases in the General Fund. 25-26
2. **Adoption of Resolution No. 2022-249 approving Budget Amendment BUA 2022/10/369 Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission Increased Appropriations: \$30,000 Increased Revenue: \$30,000 Reason: To receive ISC Supportive Housing Transition funding 27
3. Adoption of Ordinance No. 2022-11 establishing the Champaign County Credit Card Policy 28

4. Adoption of Ordinance No. 2022-14 re-establishing an Indemnity Fund 29
5. **Adoption of Resolution No. 2022-250 approving budget amendment BUA 2022/11/15 30
Fund 1080 General Corporate / Dept 075 General County
Increased Appropriations: \$602,780
Increased Revenue: \$0
Reason: Reinstatement of the Indemnity Fund to ensure legal obligations related to the tax sale are met.
6. Adoption of Resolution No. 2022-251 authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 02-001-0044 31
7. Adoption of Resolution No. 2022-252 authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 24-900-0021 32
8. Adoption of Resolution No. 2022-253 authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 29-050-0024 33
9. Adoption of Resolution No. 2022-254 authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel number 15-025-0090 34
10. Adoption of Resolution No. 2022-255 authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel number 30-058-0349 35
11. Adoption of Ordinance No. 2022-9 establishing Champaign County Purchasing Policy Rules, Regulations and Procedures for Purchasing 36-52
12. Adoption of Ordinance No. 2022-10 establishing Travel & Business Expense Policy for Champaign County, Illinois 53-92
13. Adoption of Resolution No. 2022-256 authorizing an intergovernmental agreement with the City of Champaign, the City of Urbana and Champaign County for the Edward Byrne Memorial Justice Assistance Grant 93

ORDINANCE NO. 2022-12
ORDINANCE AMENDING ZONING ORDINANCE
FOR A ZONING MAP AMENDMENT ON CERTAIN PROPERTY

062-AM-22

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Zoning Case 062-AM-22;

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, as follows:

1. That Resolution No. 971, *The Zoning Ordinance of the County of Champaign, Illinois*, be amended by reclassifying from the AG-1 Agriculture Zoning District to the AG-2 Agriculture Zoning District on the following described real estate:

A 14.77-acre tract in the North Half of the Southwest Quarter of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian in Rantoul Township, more particularly described in the attached Exhibit A;

2. That the reclassification of the above-described real estate be subject to the following conditions:
 - A. The owners of the subject property hereby recognize and provide for the right of agricultural activities to continue on adjacent land consistent with the Right to Farm Resolution 3425.
 - B. The Map Amendment is contingent upon approval of Cases 063-S-22 and 064-S-22.
3. That the boundary lines of the Zoning Map be changed in accordance with the provisions hereof

PRESENTED, PASSED, APPROVED AND RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST:

Approved:

Aaron Ammons, County Clerk and
Ex-Officio Clerk of the County Board

Darlene A. Kloepfel, County Executive

Date:

Exhibit A: Legal Description

LOT 1 - TRACT 1 - That part of the Southwest 1/4 of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, described as follows: commencing at an existing monument vault marking the Southwest corner of said Section 10; thence N.0°46'30"W.-2185.40 feet along the West line of the Southwest 1/4 of said Section 10 to an existing mag nail marking the point of beginning; thence continuing N.0°46'30"W.-274.38 feet along said West line to a mag nail and tag set; thence N.89°28'50"E.-653.40 feet to an iron pin set; thence N.0°46'30"W.-200.00 feet to an iron pin set on the North line of the Southwest 1/4 of said Section 10; thence N.89°28'50"E.-1061.51 feet along said North line to an iron pin set on the Westerly right of way line of the Canadian National Railroad (formerly Illinois Central Railroad); thence S.17°41'26"W.-496.81 feet along said Westerly right of way line to an existing iron pin; thence S.89°23'26"W.-1557.55 feet to the point of beginning. (Legal Description as shown as Tract 1 on Warranty Deed filed for record as Document Number 2022R07800 of the records in the Recorder's Office of Champaign County, Illinois.)

ORDINANCE NO. 2022-13

**ORDINANCE GRANTING A SPECIAL USE PERMIT
ZONING CASE 064-S-22**

**“DONATO SOLAR - RANTOUL” PV SOLAR ARRAY INCLUDING THE
DECOMMISSIONING AND SITE RECLAMATION PLAN AND THE NOISE STUDY**

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 064-S-22;

WHEREAS, the Champaign County Board finds that the Zoning Board of Appeals followed proper procedures and its Finding of Fact is supported by the manifest weight of evidence cited in the Summary of Evidence; and

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 064-S-22 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

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

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 064-S-22 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to Donato Solar - Rantoul LLC for a PV Solar Array with a total nameplate capacity of 5 megawatts (MW), including access roads and wiring, in the AG-2 Agriculture Zoning District on the real estate described below:

A 14.77-acre tract in the North Half of the Southwest Quarter of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian in Rantoul Township, more particularly described in the attached Exhibit A;

3. That the granting of the Special Use Permit in Case 064-S-22 include the following waivers of standard conditions:
 - Part A: A waiver for not providing a Decommissioning and Site Reclamation Plan that includes cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.
 - Part B: A waiver for locating the PV SOLAR ARRAY less than one-half mile from an incorporated municipality and within the contiguous urban growth area of a municipality per Section 6.1.5 B.(2)a.

- Part C: A waiver for locating 235 feet from a non-participating existing dwelling on a lot that is more than 10 acres in area in lieu of the minimum required separation of 255 feet between the solar farm fencing and the dwelling, per Section 6.1.5 D.(3)b.
- Part D: A waiver for a separation distance of 165 feet between the solar inverters and the perimeter fence in lieu of the minimum required 275 feet, per Section 6.1.5 D.(6).
4. That the granting of the Special Use Permit in Case 064-S-22 include the Decommissioning and Site Reclamation Plan received October 28, 2022 and the Noise Study received October 25, 2022.
5. That the granting of the Special Use Permit in Case 064-S-22 include the following special conditions of approval:
- A. **The approved site plan consists of the following documents:**
- **Site Plan sheets received September 16, 2022.**
- B. **The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.**
- C. **The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.**
- D. **The Zoning Administrator shall not authorize a Zoning Use Permit until the petitioner submits a copy of an executed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture per the requirements established in Paragraph 6.1.5 R. of the Zoning Ordinance.**
- E. **A signed Decommissioning and Site Reclamation Plan that has been approved by ELUC is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.**
- F. **The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:**
1. **Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.**
 2. **Certification by an Illinois Professional Engineer that any relocation of drainage district tile conforms to the Champaign County Storm Water Management and Erosion Control Ordinance.**

3. **An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of “A” by S&P or a rating of “A3” by Moody’s or a rating of “A-” by Kroll Bond Rating Agency within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.**
 4. **A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.**
 5. **Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).**
 6. **The telephone number for the complaint hotline required by 6.1.5 S.**
 7. **Any updates to the approved Site Plan per the requirements provided in Section 6.1.5 U.1.c.**
 8. **A noise study that meets the requirements of 6.1.5 I.3. that has been approved by the Environment and Land Use Committee.**
- G. **A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance Certificate shall require the following:**
1. **An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.**
 2. **As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.**
 3. **An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.**
- H. **The Applicant or Owner or Operator of the PV SOLAR ARRAY shall comply with the following specific requirements that apply even after the PV SOLAR ARRAY goes into commercial operation:**
1. **Maintain the pollinator plantings and required visual screening in perpetuity.**

- 2. **Cooperate with local Fire Protection District to develop the District’s emergency response plan as required by 6.1.5 H.(2).**
- 3. **Cooperate fully with Champaign County and in resolving any noise complaints including reimbursing Champaign County any costs for the services of a qualified noise consultant pursuant to any proven violation of the I.P.C.B. noise regulations as required by 6.1.5 I.(4).**
- 4. **Maintain a current general liability policy as required by 6.1.5 O.**
- 5. **Submit annual summary of operation and maintenance reports to the Environment and Land Use Committee as required by 6.1.5 P.(1)a.**
- 6. **Maintain compliance with the approved Decommissioning and Site Reclamation Plan including financial assurances.**
- 7. **Submit to the Zoning Administrator copies of all complaints to the telephone hotline on a monthly basis and take all necessary actions to resolve all legitimate complaints as required by 6.1.5 S.**

PRESENTED, PASSED, APPROVED AND RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST:

Approved:

Aaron Ammons, County Clerk and
Ex-Officio Clerk of the County Board

Darlene A. Kloepfel, County Executive

Date:

Exhibit A: Legal Description

LOT 1 - TRACT 1 - That part of the Southwest 1/4 of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, described as follows: commencing at an existing monument vault marking the Southwest corner of said Section 10; thence N.0°46'30"W.-2185.40 feet along the West line of the Southwest 1/4 of said Section 10 to an existing mag nail marking the point of beginning; thence continuing N.0°46'30"W.-274.38 feet along said West line to a mag nail and tag set; thence N.89°28'50"E.-653.40 feet to an iron pin set; thence N.0°46'30"W.-200.00 feet to an iron pin set on the North line of the Southwest 1/4 of said Section 10; thence N.89°28'50"E.-1061.51 feet along said North line to an iron pin set on the Westerly right of way line of the Canadian National Railroad (formerly Illinois Central Railroad); thence S.17°41'26"W.-496.81 feet along said Westerly right of way line to an existing iron pin; thence S.89°23'26"W.-1557.55 feet to the point of beginning. (Legal Description as shown as Tract 1 on Warranty Deed filed for record as Document Number 2022R07800 of the records in the Recorder's Office of Champaign County, Illinois.)

LOT 2 - TRACT 2 - That part of the Southwest 1/4 of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, described as follows: commencing at an existing monument vault marking the Southwest corner of said Section 10; thence N.0°46'30"W.-2459.78 feet along the West line of the Southwest 1/4 of said Section 10 to a mag nail and tag set marking the point of beginning; thence N.89°28'50"E.-653.40 feet to an iron pin set; thence N.0°46'30"W.-200.00 feet to an iron pin set on the North line of the Southwest 1/4 of said Section 10; thence S.89°28'50"W.-653.40 feet along said North line of said Section 10 to an iron pin found at the Northwest corner of the Southwest 1/4 of said Section 10; thence S.0°46'30"E.-200.00 feet along the West line of the Southwest 1/4 of said Section 10 to the point of beginning. Subject to a perpetual non-exclusive easement over the South 15 feet for access to Tract 1. (Legal Description as shown as Tract 1 on Warranty Deed filed for record as Document Number 2022R07800 of the records in the Recorder's Office of Champaign County, Illinois.)

RESOLUTION NO. 2022-239

RESOLUTION APPROPRIATING COUNTY
MOTOR FUEL TAX FUNDS
FOR COUNTY ROADS MAINTENANCE
SECTION #23-00000-00-GM

BE IT RESOLVED, by the County Board of Champaign County, that One Million Three Hundred Thirty-Eight Thousand Seven Hundred Fifty Dollars and zero cents (\$1,338,750.00) is appropriated from the Motor Fuel Tax allotment for the maintenance on county highways and meeting the requirements of the Illinois Highway Code; and

BE IT FURTHER RESOLVED, that maintenance sections or patrols be maintained under the provision of said Illinois Highway Code beginning January 1, 2023 and ending December 31, 2023; and

BE IT FURTHER RESOLVED, that the County Engineer shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in funds authorized for expenditure by said Department under this appropriation; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 17th day of November, A.D., 2022.

Kyle Patterson, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

Date: _____

Recorded
& Attest: _____

Aaron Ammons, County Clerk
and ex-Officio Clerk of the
Champaign County Board

Date: _____

Resolution No. 2022-239

I, Aaron Ammons, 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 November 17, 2022.

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., 2022.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

Regional Engineer

RESOLUTION NO. 2022-240

**RESOLUTION APPROPRIATING COUNTY MOTOR FUEL TAX FUNDS
FOR THE SALARY AND ESTIMATED EXPENSES
OF THE COUNTY ENGINEER FOR
THE PERIOD FROM JANUARY 1, 2023, THRU DECEMBER 31, 2023**

WHEREAS, Legislation enacted by the 58th General Assembly amended the law with reference to County Engineers, permitting the payment of salary and expenses for the County Engineer out of any general or highway funds of the County; and

WHEREAS, Motor Fuel Tax funds allotted to the County, are considered as highway funds; and

WHEREAS, The County Board of Champaign County has entered into an agreement with the Illinois Department of Transportation for transfer of the Federal Surface Transportation Program funds to pay one-half of the salary paid to the County Engineer; and

WHEREAS, The agreement between Champaign County and the Illinois Department of Transportation for the County Engineers Salary Program was executed on August 11, 2020 and ends on August 10, 2026.

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Champaign County, Illinois, the sum of One Hundred Sixty-Nine Thousand Two Hundred One Dollars and Thirty Cents (\$169,201.30) for Salary of the County Engineer from January 1, 2023 thru December 31, 2023 and also the sum of Twenty Thousand Nine Hundred Fifty-Two Dollars (\$20,952.00) for Estimated Expenses of the County Engineer, which are approved by the Champaign County Highway and Transportation Committee in accordance with the Champaign County Personnel Policy, is hereby appropriated as follows:

From Motor Fuel Tax Funds: One Hundred Ninety Thousand One Hundred Fifty-Three Dollars and Thirty Cents (\$190,153.30) for the period from January 1, 2023, thru December 31, 2023; and

BE IT FURTHER RESOLVED That the County hereby authorizes the sum of Eighty-Four Thousand Six Hundred Dollars and Sixty-Five Cents (\$84,600.65) of their Surface Transportation Program Funds to be made available to the Illinois Department of Transportation for the State's use in exchange for an equal amount of State Funds. The State funds shall not exceed Fifty Percent (50%) of the County Engineer's annual salary; and

BE IT FURTHER RESOLVED, By the County Board of Champaign County, Illinois that the Department of Transportation, Division of Highways of the State of Illinois, be and they are hereby requested to forward a certification, covering the above appropriation to the County Treasurer, as soon as possible; and

BE IT FURTHER RESOLVED, That the County Clerk is hereby directed to transmit two (2) certified copies of this resolution to Mr. Kensil Garnett, District Engineer, Illinois Department of Transportation, Paris, Illinois, for approval.

PRESENTED, ADOPTED, APPROVED AND RECORDED This 17th Day of November, A.D., 2022.

Kyle Patterson, Chair
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

Date: _____

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-Officio Clerk of the
Champaign County Board

Date: _____

I, Aaron Ammons, 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 November 17, 2022.

I certify that the correct TIN/FEIN number for Champaign County is 37-6006910. Legal Status: Governmental.

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., 2022.

(SEAL) _____ County Clerk

For IDOT Use Only

Approved
STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION
For resolutions involving a transfer
to STR funds:

By: _____
George Tapas, P.E., S.E.
Engineer of Local Roads & Streets

Date: _____

Omer Osman, P.E.
Secretary of Transportation

Date: _____

Champaign County
Section Number: _____
STP Section Number: _____

RESOLUTION NO. 2022-241

RESOLUTION FOR CONTRACT AWARD AUTHORITY
TOWNSHIP AGGREGATE

WHEREAS, Sealed bids will be received in the office of the County Engineer for Aggregate supplied to Champaign County Townships.

WHEREAS, the proposal includes quantities for multiple townships in Champaign County; and

WHEREAS, it is in the best interest of the public to award this bid as quickly as possible after the letting date.

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board, that Jeff Blue, P.E., Champaign County Engineer is given the authority to award the aggregate bids to the lowest responsible bidders after concurrence with the Township Highway Commissioners.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive

Date: _____

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-Officio Clerk of the
Champaign County Board

Date: _____

Prepared by: Jeff Blue, County Engineer

RESOLUTION NO. 2022-242

RESOLUTION APPOINTING ANDY GRAHAM TO THE
PUBLIC AID APPEALS COMMITTEE

WHEREAS, Darlene A. Kloepfel, County Executive, has submitted to the County Board her reappointment of Andy Graham to the Public Aid Appeals Committee; and

WHEREAS, such appointment requires the advice and consent of the County Board under 305 ILCS 5/11-8; and

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has received notice of the appointment of Andy Graham to the Public Aid Appeals Committee;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of Andy Graham to the Public Aid Appeals Committee for a term commencing December 1, 2022 and ending November 30, 2024; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: Andy Graham, 116 Oak Place, Rantoul, IL 61866.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-243

RESOLUTION APPOINTING RYAN ELWELL TO THE
ZONING BOARD APPEALS COMMITTEE

WHEREAS, Darlene A. Kloepfel, County Executive has submitted to the County Board the reappointment of Ryan Elwell to the Zoning Board Appeals Committee; and

WHEREAS, such appointment requires the advice and consent of the County Board under 55 ILCS 5/5-12010;

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has approved County Board Chair's appointment of Ryan Elwell to the Zoning Board of Appeals Committee and recommends approval of same to the Champaign County Board;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Ryan Elwell to the Zoning Board Appeals Committee for a term beginning December 1, 2012 and ending November 30, 2027; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: Ryan Elwell, 2205 Brookshire E. Champaign, IL 61821.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-244

RESOLUTION APPOINTING ROBERT LEE WOOD JR TO THE PESOTUM FIRE PROTECTION DISTRICT

WHEREAS, Darlene A. Kloepfel, County Executive, has submitted to the County Board her appointment of Robert Lee Wood Jr to the Pesotum Fire Protection District; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 70 ILCS 705/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Robert Lee Wood Jr to the Pesotum Fire Protection District for a term ending April 30, 2024; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Robert Lee Wood Jr, 7 Harness Lane, Pesotum, IL 61863.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of April A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-245

RESOLUTION DESIGNATING THE 2023 HOLIDAY CALENDAR

WHEREAS, The Champaign County Board annually designates the County's holiday calendar; and

WHEREAS, The Champaign County Board designates the Holiday Calendar for January 1, 2023 through December 31, 2023 as listed in Attachment A to this resolution;

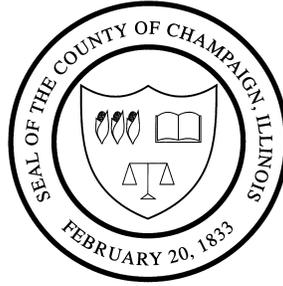
NOW, THEREFORE, BE IT RESOLVED, By the Champaign County Board that the January 1, 2023 through December 31, 2023 Holiday Calendar is adopted as indicated on the attachment to this resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2021.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
and Presiding Officer of the Champaign
County Board
Date: _____



Office of
County Board & County Executive
Champaign County, Illinois

2023 HOLIDAY CALENDAR

New Year's Day (Observed)	Monday, January 2, 2023
Martin Luther King Day	Monday, January 16, 2023
President's Day	Monday, February 20, 2023
Spring Day (Good Friday)	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Indigenous People's Day	Monday, October 9, 2023
Veterans' Day (Observed)	Friday, November 10, 2023
Thanksgiving and Day After Thanksgiving Day	Thursday, November 23, 2023 & Friday, November 24, 2023
Christmas Eve Day (Observed)	Monday, December 25, 2023
Christmas Day (Observed)	Tuesday, December 26, 2023

RESOLUTION NO. 2022-246

RESOLUTION DESIGNATING THE 2023
CHAMPAIGN COUNTY BOARD CALENDAR OF MEETINGS

WHEREAS, The Champaign County Board annually designates its schedule of meetings; and

WHEREAS, The Champaign County Board designates the Champaign County Board Calendar of Meetings for January 1, 2023 through December 31, 2023 as listed in Attachment A to this resolution;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the January 1, 2023 through December 31, 2023 Champaign County Board Calendar of Meetings is adopted as indicated on the attachment to this resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2021.

Kyle Patterson, Chair
Champaign County Board

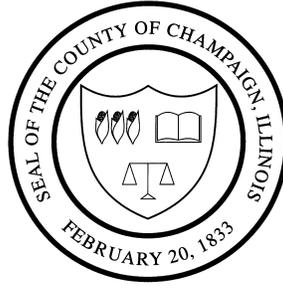
Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
and Presiding Officer of the Champaign
County Board
Date: _____

Kyle Patterson
Chair

kylepatterson@co.champaign.il.us

Steve Summers
Vice-Chair



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3772
Fax (217) 384-3896

**Office of
County Board
Champaign County, Illinois**

CHAMPAIGN COUNTY BOARD
2023 Calendar of Meetings

ALL MEETINGS HELD IN THE SHIELDS-CARTER MEETING ROOM,
Brookens Administrative Center
1776 East Washington, Urbana, Illinois
Unless Otherwise Noted

January

County Facilities Committee	Tuesday, January 3, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, January 5, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, January 6, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, January 10, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, January 19, 2023 @ 6:30 p.m.
<i>County Board Study Session (Only if Required)</i>	<i>Tuesday, January 24, 2023 @ 6:00p.m.</i>

February

Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana <i>*Changed due to internal conflict</i>	*Friday, February 3, 2023 @ 9:00 a.m.
County Facilities Committee	Tuesday, February 7, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, February 9, 2023 @ 6:30 p.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, February 14, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, February 23, 2023 @ 6:30 p.m.
<i>County Board Study Session (Only if Required)</i>	<i>Tuesday, February 28, 2023 @ 6:00 p.m.</i>

March

County Facilities Committee	Tuesday, March 7, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, March 9, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, March 10, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, March 14, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, March 24, 2023 @ 6:30 p.m.
<i>County Board Study Session (Only if Required)</i>	<i>Tuesday, March 28, 2023 @ 6:00p.m.</i>

April

County Facilities Committee	Tuesday, April 4, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	*Wednesday, April 5, 2023 @ 9:00 a.m.
<i>*Changed due to holiday</i>	
Environment & Land Use Committee	Thursday, April 6, 2023 @ 6:30 p.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, April 11, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, April 20, 2023 @ 6:30 p.m.
County Board Study Session (Only if Required)	Tuesday, April 25, 2023 @ 6:00p.m.

May

County Facilities Committee	Tuesday, May 2, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, May 4, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, May 5, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, May 9, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, May 18, 2023 @ 6:30 p.m.
County Board Study Session (Only if Required)	Tuesday, May 23, 2023 @ 6:00p.m.

June

County Facilities Committee	Tuesday, June 6, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, June 8, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, June 9, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, June 13, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, June 22, 2023 @ 6:30 p.m.
County Board Study Session (Only if Required)	Tuesday, June 27, 2023 @ 6:00p.m.

July

County Facilities Committee	No Committee Meeting for July 2023
Environment & Land Use Committee	No Committee Meeting for July 2023
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	No Committee Meeting for July 2023
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	No Committee Meeting for July 2023
COUNTY BOARD	Thursday, July 20, 2023 @ 6:30 p.m.

August

County Facilities Committee	Tuesday, August 8, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, August 10, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, August 11, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, August 15, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, August 24, 2023 @ 6:30 p.m.
Legislative Budget Hearings – FY2024	Monday, August 28, 2023 @ 6:00 p.m. & Tuesday, August 29, 2023 @ 6:00 p.m.

September

County Facilities Committee	Tuesday, September 5, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, September 7, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, September 8, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, September 12, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, September 21, 2023 @ 6:30 p.m.
<i>County Board Study Session (Only if Required)</i>	<i>Tuesday, September 26, 2023 @ 6:00p.m.</i>
Special Finance Committee of the Whole – FY2024 Budget	Thursday, September 28, 2023 @ 6:30 p.m.

October

County Facilities Committee	Tuesday, October 3, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, October 5, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, October 6, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, October 10, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, October 19, 2023 @ 6:30 p.m.
<i>County Board Study Session (Only if Required)</i>	<i>Tuesday, October 24, 2023 @ 6:00p.m.</i>

November

Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana <i>*Changed due to holiday</i>	*Friday, November 3, 2023 @ 9:00 a.m.
County Facilities Committee	Tuesday, November 7, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, November 9, 2023 @ 6:30 p.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, November 14, 2023 @ 6:30 p.m.
COUNTY BOARD <i>*Changed due to holiday</i>	*Tuesday, November 21, 2023 @ 6:30 p.m.
<i>County Board Study Session (Only if Required)</i>	<i>Tuesday, November 28, 2023 @ 6:00p.m.</i>

December

County Facilities Committee	Tuesday, December 5, 2023 @ 6:30 p.m.
Environment & Land Use Committee	Thursday, December 7, 2023 @ 6:30 p.m.
Highway & Transportation Committee – County Highway Building, 1605 E. Main, Urbana	Friday, December 8, 2023 @ 9:00 a.m.
Committee of the Whole (Justice & Social Services; Finance; Policy, Personnel, & Appts)	Tuesday, December 12, 2023 @ 6:30 p.m.
COUNTY BOARD	Thursday, December 21, 2023 @ 6:30 p.m.

RESOLUTION NO. 2022-247

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CHAMPAIGN COUNTY SHERIFF’S DEPARTMENT AND KANKAKEE COUNTY FOR THE HOUSING OF PRISONERS

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, Champaign County has a need for additional housing of prisoners committed to care and custody of the Champaign County Sheriff; and

WHEREAS, Kankakee County has limited available space for housing said prisoners; and

WHEREAS, An intergovernmental agreement between the Champaign County Sheriff and the Kankakee County Sheriff has been prepared and outlines the responsibilities of each party;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the Sheriff to enter into an intergovernmental agreement with the Sheriff of Kankakee County for the housing of prisoners

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepffel, County Executive
Date: _____

RESOLUTION NO. 2022-248

TRANSFER OF FUNDS

November 2022

FY 2022

WHEREAS, Sufficient amounts have been appropriated to support such transfers;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following transfers within to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following transfers in the FY2022 budget.

Budget Transfer BUA 2022/10/358

Fund: 1080 General Corporate

Dept: 071 Public Properties, 042 Coroner, 040 Sheriff, 026 County Treasurer, 022 County Clerk, 023 Recorder, 030 Circuit Clerk, 041 State’s Attorney, 025 Supervisor of Assessments, 052 Court Services – Probation, 036 Public Defender, 031 Circuit Court, 141 State’s Attorney Support Enforcement, and 075 General County

<u>TRANSFER TO ACCOUNT</u>	<u>AMOUNT</u>	<u>TRANSFER FROM ACCOUNT</u>
071-500103 Regular Full-Time Employees	42,595	075-502043 Contingent Expense
042-500103 Regular Full-Time Employees	14,508	075-502043 Contingent Expense
040-500103 Regular Full-Time Employees	8,361	075-502043 Contingent Expense
026-500103 Regular Full-Time Employees	5,948	075-502043 Contingent Expense
022-500103 Regular Full-Time Employees	21,070	075-502043 Contingent Expense
023-500103 Regular Full-Time Employees	4,271	075-502043 Contingent Expense
030-500103 Regular Full-Time Employees	47,339	075-502043 Contingent Expense
041-500103 Regular Full-Time Employees	16,603	075-502043 Contingent Expense
025-500103 Regular Full-Time Employees	7,308	075-502043 Contingent Expense
052-500103 Regular Full-Time Employees	4,193	075-502043 Contingent Expense
036-500103 Regular Full-Time Employees	4,446	075-502043 Contingent Expense
031-500103 Regular Full-Time Employees	24,749	075-502043 Contingent Expense
141-500103 Regular Full-Time Employees	4,829	075-502043 Contingent Expense

REASON: A Board approved transfer is required to cover the FY2022 AFSCME contract wage increases in the General Fund.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2022-249

BUDGET AMENDMENT

November 2022

FY 2022

WHEREAS, The County Board has approved the following amendment to the FY2022 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2022 budget.

Budget Amendment BUA 2022/10/369

Fund: 2075 Regional Planning Commission
Dept: 100 Regional Planning Commission

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
501008 Maintenance Supplies	2,500
501017 Equipment Less Than \$500	5,000
501016 Laundry Supplies	1,000
501019 Operational Supplies	2,000
501004 Postage, UPS, FedEx	500
501010 Tools	1,500
502050 Client Secdep/Lbr/Ojt	5,000
502049 Client Util/Mat/Suptsvc	5,000
502002 Outside Services	5,000
502001 Professional Services	<u>2,500</u>
Total	30,000
Increased Revenue:	
400407 State-Public Welfare	<u>30,000</u>
Total	30,000

REASON: To receive ISC Supportive Housing Transition funding.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

ORDINANCE NO. 2022-11

AN ORDINANCE ESTABLISHING CHAMPAIGN COUNTY CREDIT CARD
POLICY

WHEREAS, the County Board of the County of Champaign, Illinois, is vested with the authority to adopt a policy establishing credit card use regulations to allow that elected and appointed officials and employees to make direct purchases; and

WHEREAS, the credit card policy adopted by the County Board of Champaign County, Illinois, applies to all elected officials, appointed officials, and employees of the County of Champaign, regardless of source of funds.

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

PRESENTED, ADOPTED, APPROVED and RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

ORDINANCE NO 2022-14

ORDINANCE RE-ESTABLISHING AN INDEMNITY FUND

WHEREAS, The Champaign County Board recognizes that pursuant to the Property Tax Code, 35 ILCS 200/21-295, the County Collector is required to collect certain fees from tax purchasers during the tax sale process for the purpose of an indemnity fund, of which the County Treasurer is the trustee; and

WHEREAS, the Property Tax Code provides statutory alternatives for county boards to, by ordinance, provide for the deposit and use of said sums of money; and

WHEREAS, the Champaign County Board in 1988 passed Ordinance No. 314, an “Ordinance Abolishing the Tax Indemnity Fund and Transferring the Fund Balance to the General Corporate Fund”; and

WHEREAS, the current Champaign County Board has determined that it is in the best interests of the County to re-establish an Indemnity Fund as envisioned by 35 ILCS 200/21-295, to best manage county finances and budget for the possibility of indemnity claims.

NOW, THEREFORE, BE IT ORDAINED by the County Board of Champaign County that Ordinance No. 314 is rescinded; and

BE IT FURTHER ORDAINED by the County Board of Champaign County that an Indemnity Fund pursuant to 35 ILCS 200/21-295 is hereby re-established by the County, that the County Treasurer shall be the trustee thereof, that the balance identified within the General Fund as restricted revenue from indemnity fees will be transferred to the Indemnity Fund, that any future indemnity fees paid by tax purchasers pursuant to 35 ILCS 200/21-295 shall be deposited thereinto, and that any future court judgments against the Indemnity Fund pursuant to 35 ILCS 200/21-305 be paid therefrom.

PRESENTED, PASSED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-250

BUDGET AMENDMENT

November 2022

FY 2022

WHEREAS, The County Board has approved the following amendment to the FY2022 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2022 budget.

Budget Amendment BUA 2022/11/15

Fund: 1080 General Corporate
Dept: 075 General County

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
700101 Transfers Out	<u>602,780</u>
Total	602,780

Increased Revenue:	
None: From fund balance	<u>0</u>
Total	0

REASON: Reinstatement of the Indemnity Fund to ensure legal obligations related to the tax sale are met.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-251

RESOLUTION AUTHORIZING THE CANCELLATION OF THE APPROPRIATE
CERTIFICATE OF PURCHASE ON A MOBILE HOME,
PERMANENT PARCEL NUMBER 02-001-0044

WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes, pursuant to the authority of 35 ILCS 516/35; and

WHEREAS, Pursuant to this program, the County of Champaign as Trustee for the Taxing Districts, has acquired an interest in the following described mobile home:

VIN: MY8970477
Year/Sq. Ft: 1989/1064
Permanent Parcel Number: 02-001-0044
Commonly known as: 2 Angela Dr

As described in certificate(s): 2019-9006 sold on December 06, 2019; and

WHEREAS, It appears to the Finance Committee of the Whole that it would be in the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property; and

WHEREAS, Miranda Watkins, for Nicholas Shepherd, has paid the total sum of \$1,345.59 and a request for surrender of the tax sale certificate has been presented to the Finance Committee of the Whole and at the same time it having been determined the County shall receive \$763.36 as a return for its Certificate of Purchase. The County Clerk shall receive \$51.00 for cancellation of Certificate and to reimburse the revolving account the charges advanced therefrom; and the remainder of \$531.23 shall be the sums due the Tax Agent for his services; and

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County, Illinois, that the County Executive authorizes the cancellation of the appropriate Certificate of Purchase on the above described mobile home for the sum of \$763.36 to be paid to the Treasurer of Champaign County Illinois, which shall be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-252

RESOLUTION AUTHORIZING THE CANCELLATION OF THE APPROPRIATE
CERTIFICATE OF PURCHASE ON A MOBILE HOME,
PERMANENT PARCEL NUMBER 24-900-0021

WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes, pursuant to the authority of 35 ILCS 516/35; and

WHEREAS, Pursuant to this program, the County of Champaign as Trustee for the Taxing Districts, has acquired an interest in the following described mobile home:

VIN: 150AFKA9199
Year/Sq. Ft: 1962/470
Permanent Parcel Number: 24-900-0021
Commonly known as: 209 Park

As described in certificate(s): 2019-9130 sold on December 06, 2019; and

WHEREAS, It appears to the Finance Committee of the Whole that it would be in the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property; and

WHEREAS, Austin Pickett, for Samuel & Carol Cullop, has paid the total sum of \$1,249.58 and a request for surrender of the tax sale certificate has been presented to the Finance Committee of the Whole and at the same time it having been determined the County shall receive \$730.360 as a return for its Certificate of Purchase. The County Clerk shall receive \$51.00 for cancellation of Certificate and to reimburse the revolving account the charges advanced therefrom; and the remainder of \$468.28 shall be the sums due the Tax Agent for his services; and

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County, Illinois, that the County Executive authorizes the cancellation of the appropriate Certificate of Purchase on the above described mobile home for the sum of \$730.30 to be paid to the Treasurer of Champaign County Illinois, which shall be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-253

RESOLUTION AUTHORIZING THE CANCELLATION OF THE APPROPRIATE
CERTIFICATE OF PURCHASE ON A MOBILE HOME,
PERMANENT PARCEL NUMBER 29-050-0024

WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes, pursuant to the authority of 35 ILCS 516/35; and

WHEREAS, Pursuant to this program, the County of Champaign as Trustee for the Taxing Districts, has acquired an interest in the following described mobile home:

VIN:
Year/Sq. Ft: 1995/1280
Permanent Parcel Number: 29-050-0024
Commonly known as: 24 The Oaks

As described in certificate(s): 2019-9136 sold on December 06, 2019; and

WHEREAS, It appears to the Finance Committee of the Whole that it would be in the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property; and

WHEREAS, Christina Lambert, for Joan Chenoweth, has paid the total sum of \$1,587.75 and a request for surrender of the tax sale certificate has been presented to the Finance Committee of the Whole and at the same time it having been determined the County shall receive \$980.99 as a return for its Certificate of Purchase. The County Clerk shall receive \$51.00 for cancellation of Certificate and to reimburse the revolving account the charges advanced therefrom; and the remainder of \$555.76 shall be the sums due the Tax Agent for his services; and

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County, Illinois, that the County Executive authorizes the cancellation of the appropriate Certificate of Purchase on the above described mobile home for the sum of \$980.99 to be paid to the Treasurer of Champaign County Illinois, which shall be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-254

RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO ASSIGN A
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE,
PERMANENT PARCEL NUMBER 15-025-0090

WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes, pursuant to the authority of 35 ILCS 516/35; and

WHEREAS, Pursuant to this program, the County of Champaign has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

90 Carroll St
Permanent Parcel Number: 15-025-0090
As described in certificate(s): 48 sold October 2017; and

WHEREAS, Pursuant to public auction sale, Lawrence Crowley, Purchaser(s), has/have deposited the total sum of \$940.00 for the purchase of the said Certificate of Purchase and has requested that the County of Champaign assign to said Purchaser the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$335.00 as a return for its Certificate of Purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$150.00 for issuance of the Tax Certificate Title to said Purchaser; and the remainder, \$450.00, shall be the sums due the Tax Agent for his services; and

WHEREAS, It appears to the Finance Committee of the Whole that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser in exchange for the aforesaid payment;

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County, Illinois, that the County Executive is authorized to assign the above said Tax Sale Certificate of Purchase, as to the above-described mobile home in exchange for payment to the Treasurer of Champaign County Illinois, of the sum of \$335.00, which shall be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

RESOLUTION NO. 2022-255

RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO ASSIGN A
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE,
PERMANENT PARCEL NUMBER 30-058-0349

WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes, pursuant to the authority of 35 ILCS 516/35; and

WHEREAS, Pursuant to this program, the County of Champaign has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

38 Gurth Dr
Permanent Parcel Number: 30-058-0349
As described in certificate(s): 2019-9181 sold December 2019; and

WHEREAS, Pursuant to public auction sale, CDC Prime Enterprises, Cynthia Toussaint, Purchaser(s), has/have deposited the total sum of \$917.58 for the purchase of the said Certificate of Purchase and has requested that the County of Champaign assign to said Purchaser the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$312.58 as a return for its Certificate of Purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$150.00 for issuance of the Tax Certificate Title to said Purchaser; and the remainder, \$450.00, shall be the sums due the Tax Agent for his services; and

WHEREAS, It appears to the Finance Committee of the Whole that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser in exchange for the aforesaid payment;

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County, Illinois, that the County Executive is authorized to assign the above said Tax Sale Certificate of Purchase, as to the above-described mobile home in exchange for payment to the Treasurer of Champaign County Illinois, of the sum of \$312.58, which shall be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

ORDINANCE NO. 2022-9

ORDINANCE ESTABLISHING CHAMPAIGN COUNTY PURCHASING POLICY RULES, REGULATIONS, and PROCEDURES FOR PURCHASING

WHEREAS, the Champaign County Board deems it advisable to implement Rules, Regulations and Procedures for Purchasing in Champaign County with the adoption of a Purchasing Policy; and

WHEREAS, the Champaign County Board has passed Ordinance No. 323 Establishing the Purchasing Policy, which Ordinance was subsequently amended by Ordinance Numbers 330, 361, 365, 499, 588, 606, 616, 664, 744, 823, 825, 897 and 902; and

WHEREAS, the Champaign County Board wishes to replace Ordinance No. 323 and subsequent amending Ordinances 330, 361, 365, 499, 588, 606, 616, 664, 744, 823, 825, 897 and 902 with a new Ordinance Establishing the Champaign County Purchasing Policy;

NOW, THEREFORE, BE IT ORDAINED by the Champaign County Board that Ordinance No. 323 Establishing Purchasing Policy, and subsequent Amending Ordinances Numbered 330, 361, 365, 499, 588, 606, 616, 664, 744, 823, 825, 897 and 902 are hereby repealed, and the Champaign County Purchasing Policy Rules, Regulations and Procedures for Purchasing are as follows:

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***CHAMPAIGN COUNTY PURCHASING POLICY RULES,
REGULATIONS, AND PROCEDURES FOR PURCHASING***

I. SCOPE & PURPOSE

It is the policy of the Champaign County Board that:

- A. The Purchasing Policy shall be the sole guideline for business transacted between vendors and Champaign County, Illinois. This applies to all contracts/leases whether formal or implied.
- B. All County Departments, County employees, and all elected or appointed County officials shall follow the Purchasing Policy when procuring goods and services with public funds, except as stated in Article VIII, Exceptions.
- C. When the procurement involves the expenditure of State or Federal assistance or contract funds, the procurement shall be conducted in accordance with any applicable mandatory State and/or Federal law(s). Nothing in this policy shall prevent any County Department from complying with the terms and conditions of any grant, gift, bequest, or cooperative purchasing agreement that is otherwise consistent with law.

II. POLICY STATEMENT

It is the policy of the Champaign County Board that:

- A. The County's primary objective in purchasing is acquiring the greatest value and, as such, price may be, at times, a secondary consideration.
- B. To make the most efficient use of taxpayers' dollars.
- C. To allow for competitive pricing in the procurement of all goods and services.
- D. To maintain an "Open Door" policy, whereby all responsible suppliers will receive proper consideration.
- E. When the bid process is utilized, the lowest bidder conforming to bid specifications will be given the greater consideration.
- F. When comparable goods and services are available, the supplier with the lowest price will be given greater consideration.
- G. When using either the bid process or the normal procurement process, all other factors held equal, local vendors may receive preference. In addition, diversity goals may also contribute toward vendor selection.

- H. Gratuities or gifts, of any types, to County officials or employees — elected, appointed, salaried or hourly — are prohibited both during the bidding process and after award of bid or contract for services.
- I. All bids and quotes are subject to the State of Illinois Freedom of Information Act; however, bids/quotes/proposals shall not be used by vendors or Champaign County to gain unfair competitive advantage either prior to, during, or after the competitive bidding process.
- J. Receipt of an Invitation to Bid or other Procurement document or submission of any response thereto, or other offer, confers no right to receive an award or contract nor does it obligate Champaign County in any manner.
- K. Words in singular number include the plural, and those in the plural include the singular except where such construction would be unreasonable or the context otherwise clearly indicates. Words of a particular gender include any gender and the neuter, and when the sense so indicates, words of the neuter gender may refer to any gender.
- L. In order to help provide a stable market for recycled goods, Champaign County will make a concerted effort to purchase and use recycled/recyclable/reclaimable goods quoted of comparable quality to County specified requirements and are quoted at a price competitive for the quality specified.
- M. Conflicts Of Interest
 1. No employee, elected official, agent, or other individual under an employment contract with Champaign County, or his or her immediate family member, partner, or organization that employs or is about to employ any of the foregoing may participate in the procurement of goods/services for Champaign County or the bidding, selection, or award of contracts therefor if a conflict of interest, real or apparent, would be involved.
 2. Such a conflict would arise when any of those previously listed individuals has a financial or other interest in the firm selected for award.
 3. As used herein, the following definitions apply:

Conflict of Interest – A situation in which an employee, board member, officer, or agent has a private or personal interest sufficient to appear to influence the objective exercise of his or her official duties. A conflict of interest represents a divergence between a person covered by this policy and their private interests and their professional obligations to the Champaign County such that an independent observer might reasonably question whether the individual’s professional actions or decisions are determined by considerations of personal gain, financial or otherwise.

Financial Interest – An officer, agent, board member, his or her partner, employee, or their immediate family, is considered as having a financial interest in a company if: they receive more than \$10,000 in consulting income, salaries, or equity in the company; they have more than 5 percent equity in the company; they have intellectual property rights in or receive royalties from the company; or they serve as a director, officer, partner, trustee, manager or employee of the company.

Immediate Family – Immediate family includes an employee’s spouse, grandparent, parent, brother, sister, child or grandchild, his or her partner.

4. It shall be a breach of ethical standards for any Champaign County employee to participate directly or indirectly in a procurement when the employee knows:
 - The employee or any member of the employee’s immediate family, board member, officer, agent, his or her partner, has a financial interest pertaining to the procurement;
 - A business or organization in which the employee, or any member of the employee’s immediate family, has a financial interest pertaining to the procurement; or
 - Any other person, business or organization with whom the employee or any member of employee’s immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement.

III. PROCUREMENT OF GOODS/SERVICES

It is the policy of the Champaign County Board that all procurement of goods/services shall fall under the following classifications and shall follow these rules unless an exception acknowledged by this Policy applies:

A. VENDOR INVOICE – GOODS/SERVICES \$10,000 OR LESS.

1. The Vendor Invoice shall be the standard document utilized for the systematic procurement of goods/services for Champaign County.
2. The Vendor Invoice and shipping notice (if applicable) shall be the sole document required for the procurement and payment of goods/services whose total monetary value does not exceed \$10,000.00.
3. The Vendor Invoice must be approved by the requesting department head, or an authorized representative via software workflow (e.g. Munis) before it may be paid. The department head, or an authorized representative shall be the only individuals who may approve Vendor Invoices for their department.

B. PURCHASE REQUISITION – GOODS/SERVICES EXCEEDING \$10,000 AND LESS THAN \$30,000.

1. For purchases totaling \$10,000.01-\$30,000, the department in working with the Administrative Services Department, shall exercise due diligence to obtain a minimum of three written quotes, and may use a Request for Proposal (RFP) for services, if appropriate. The Purchase Requisition must include documentation of all quotes obtained and/or memos documenting due diligence.
2. Purchase Requisitions must be approved by the County Executive or an Administrative Services Department employee designated by the County Executive, via software workflow (e.g. Munis) before approval by the Champaign County Auditor's Office.
3. Goods/services may not be ordered prior to the encumbering of funds by the Champaign County Auditor's Office.
4. That goods/services that have been ordered and received by Purchase Requisition/Purchase Order on or before December 31st will have funds available in the current budget for payment within the first sixty (60) days of the new fiscal year. Any items received after December 31st must have a new fiscal year Purchase Requisition completed and close the prior year Purchase Requisition/Purchase Order.
5. For Capital Construction or Facilities Maintenance purchases of \$10,000.01 - \$30,000, and if the good or service is in a category covered by the Prequalified Vendor List maintained by the Facilities Director and included in the Purchase Requisition support, the Facilities Director shall attempt to obtain quotes from the vendors on the Prequalified Vendor List who are certified to provide those services, and may award the contract to the vendor from the Prequalified Vendor List who provides the best price within the established budget for the project. The Facilities Director shall award the contract by preparing a Requisition for Purchase Order Summary including detailed information of items to be purchased and copies of all quotes received from eligible prequalified vendors who provided quotes for the project.
6. For purchases of \$10,000.01 - \$30,000, the requirement for three written quotes, as stated in Article III-B (1), is waived if the items purchased are available through competitively solicited contracts bid and negotiated by the State of Illinois, U.S. General Services Administration, or other lead public agency in accordance with public purchasing rules and regulations as allowed by Illinois state statute (e.g. 5 ILCS 220/3). The Purchase Requisition must include documentation regarding the contract utilized for the purchase. Additional quotes are not needed but Purchase Requisition/encumbrance of funds is required.

7. County Department personnel shall create a Purchase Requisition, after determination of source and price, and release to software workflow (e.g. Munis) for approval and conversion to Purchase Order prior to placing the order or completing the contract.
8. Review of the feasibility of using the bid process for items exceeding \$10,000, but anticipated not to exceed \$30,000, shall be made by the requesting department and/or the Administrative Services Department on a case-by-case basis.

C. PURCHASES AND OTHER GOODS/SERVICES FOR \$30,000.01 OR MORE

1. Requirements for Bidding/Competitive Selection Procedure

- a. All purchases of goods or services, including those for contractor work as described in ordinance 666, in which “responsible bidder” is defined, that are estimated to cost \$30,000.01 or more must be let for bid or procured through a competitive selection (Request for Proposal-RFP or Request for Qualifications-RFQ) process unless an exception acknowledged by this Policy applies.
- b. Departments may not make two separate Purchase Requisitions/Purchase Orders for the same good/service in order to circumvent the normal bidding procedure. A similar order within 30 days will be flagged for attempted circumvention of policy.
- c. Any final award of contract or approval of purchase obtained through formal bids or requests for proposals/requests for qualifications must be approved by the full Champaign County Board.
- d. All meetings and discussions of the award of a bid or contract shall be open to the public and welcome the public's participation except where closed meetings to consider the subject(s) are authorized by law (e.g. the Open Meetings Act).
- e. Public notification of bid/RFP/RFQ shall be placed in the "Legal Notices" section of a newspaper of general circulation in the County for a minimum of one (1) day in each of three (3) successive weeks, and, when appropriate, provide notice in related professional publications or web sites. All expenses incurred in the publication of notice of bid/RFP/RFQ will be the responsibility of the requesting department.

2. Bid/Request Types

It is the policy of the Champaign County Board to allow for competitive pricing and that the use of the bid system shall be the vehicle by which this policy shall be carried out.

- a. Formal bids shall be used when the projected monetary value of goods or services to be procured exceeds the limit set in 1.a, above.
- b. Requests for Proposals (RFP) or Requests for Qualifications (RFQ) shall be used when the goods or services required, due to their nature, do not fall in a classification for which clearly established technical specifications can be provided to bidders.
- c. Requests for Qualifications (RFQ) following the Quality Based Selection (QBS) requirements established in 50 ILCS 510/1 et seq. for selection of architects, engineers and land-surveying services (statute that under \$40,000 does not require bids) shall be followed for the procurement of those services.

3. Steps in Bidding/Competitive Selection Process

- a. Detail of specifications shall be prepared by requesting department head for goods or services to be bid upon or procured through competitive selection. Assistance will be available to the requesting department for the preparation of specifications from Administrative Services-upon request; however, the quantity and final determination of quality of goods/services to be bid/procured shall be the responsibility of the requesting department head.
- b. Availability of funds shall be verified by Administrative Services personnel and the Auditor's Office.
- c. Upon completion of preparation of bid/proposal as identified in Steps 3.a and 3.b above, the final review of bids/proposals and approval to release bids/proposals shall be approved by County Board Committee as follows:
 - For bids/proposals related to Facilities projects - County Facilities
 - For bids/proposals related to Highway projects - County Highway
 - For all other bids/proposals – Finance
- d. Bid/proposal package shall be created. Bid/Proposal package shall include:
 - Introductory Letter (detailing bid/proposal due date, bid opening date, and all dates of Board meetings scheduled for bid consideration and award).
 - Purchase Order Terms and Conditions
 - Bid/Proposal Specifications and Requirements
 - Bid/Proposal Guidelines
 - Bid/Proposal Quote Sheet

- e. Advertisement shall be placed in the "Legal Notices" section of a local newspaper of general circulation in the County for a minimum of one (1) day in each of three (3) successive weeks, and, when appropriate, provide notice in related professional publications or web sites. All expenses incurred in the publication of notice of bid/proposal shall be the responsibility of the requesting department. Notice should include:
- Bid/Proposal Number
 - The Goods/Services to be Bid/Proposed
 - The Due Date, Time, and Place of Bid/Proposal Opening
 - Date, Time, and Place of All Meetings Scheduled for Bid/Proposal Consideration and Final Award of Bid/Contract.

Annual bid proposal numbers for all bids/proposals shall be maintained by Administrative Services; departments preparing bids/proposals shall obtain annual bid proposal numbers from Administrative Services.

- f. Require a public bid/proposal opening in the Administrative Services Office (or as assigned, if additional space is required) of all submitted bids/proposals.
- g. Analysis of bids/proposals received will be prepared and/or reviewed by requesting department head in cooperation with Administrative Services personnel and submitted by requesting department head to the County Board Committee responsible for the release of the bid/proposal as identified in Step 3.c above prior to the committee's meeting. Analysis shall include a detailed bid/proposal summary and a history of prior awards and business transacted during the prior three (3) years between Champaign County and bidders/proposers.
- h. The County Board Committee responsible for the bid/proposal as identified in Step 3.c above reviews bid/proposal analysis and forwards recommendation for award of bid/contract to the full Champaign County Board for consideration and final approval.
- i. The full Champaign County Board awards all contracts and bids.
- j. After full Champaign County Board approval, the requesting department creates a Purchase Requisition and releases to software workflow (e.g. Munis) for the approval process which upon completion converts the Purchase Requisition to a Purchase Order at which time the goods or services may be ordered.

- k. Administrative Services notifies all bidders of the results of award of bid/contract.
 - l. After award of contract or bid, original bids/quotes/proposals submitted by vendors will be retained by the requesting department for at least three (3) years, or as required by law.
4. Awarding Purchase Orders/Bids/Proposals/Contracts

It is the policy of the Champaign County Board that:

- a. In addition to price and terms of sale as conditions for award of bid, the following shall also be given great consideration: quality of goods bid, the financial condition and proven ability of the supplier, ability to provide goods/services in a timely manner, and the history of the supplier in past dealings with Champaign County.

5. Contracts

- a. The State's Attorney's Office may, upon request, review contracts prior to final signature by the County Executive.
- b. Contracts shall be signed by the County Executive only after all required endorsements to awarded bidders insurance and proof of coverages have been received by Administrative Services and forwarded to the requesting department head for review and retention through the contract service period or until goods/services have been received (or as the law requires).
- c. All contracts for goods/services which have been approved by the Champaign County Board will be signed by the County Executive.

D. GOODS TO BE REPLACED THROUGH THE CAPITAL ASSET REPLACEMENT FUND (CARF) FOR GENERAL CORPORATE FUND DEPARTMENTS

- 1. The county will maintain a Capital Asset Replacement Fund (CARF) for General Corporate Fund Departments for purchases to be made with General Corporate Fund Budgets. Purchases to be included in the CARF fall in the following categories:
 - a. Vehicles. All vehicles, including trailers and mowers, shall be purchased by General Corporate Fund Budgets.
 - b. Computers and Technology. All computers, PC's, printers and radio equipment, regardless of price, shall be replaced and purchased through the CARF. Other technology items to be replaced and purchased through the

CARF are those items with individual cost in excess of \$10,000.00.

- c. Furnishings and Office Equipment. All items of furnishings and office equipment with individual price in excess of \$10,000.00 shall be replaced and purchased through the CARF. (All items of office furnishings with individual cost of \$10,000.00 or less shall be purchased out of department budgets.)
2. Requests for purchases from the CARF shall be made by individual departments to Administrative Services.
 - a. Administrative Services shall maintain Scheduled Replacement Plans for each General Corporate Fund Department. The Scheduled Replacement Plans shall be reviewed, amended, and verified by the departments each year in the budget preparation process.
 - b. Administrative Services shall verify that each request for purchase from the CARF is a budgeted and scheduled replacement for the fiscal year in which the purchase is requested.
 3. Administrative Services personnel shall prepare all purchase requisitions for the purchases to be made by the CARF.
 - a. For purchases of \$10,000.01 — \$30,000, the Administrative Services Department shall obtain a minimum of three written quotes, and may use an RFP, if appropriate. The Purchase Requisition must include documentation of the quotes obtained.
 - b. Review of the feasibility of using the bid process for items exceeding \$10,000.00, but anticipated not to exceed \$30,000, shall be made by Administrative Services on a case-by-case basis.

E. AUTOMATED/TELEPHONE EQUIPMENT PURCHASES/CHANGES.

1. All automated equipment purchases are to be reviewed, for compliance with Champaign County's automated systems design, development, and needs; and approved by the County Executive prior to items being purchased. Exceptions will be referred by the County Executive to the Policy, Personnel, and Appointments Committee for review and approval.
2. All telephone equipment purchases, or system alterations shall require the approval of the Policy, Personnel, and Appointments Committee. Following approval by the Policy, Personnel, and Appointments Committee, all orders for telephone equipment or system alterations will be placed to the appropriate source by Administrative Services personnel.

F. **UNAUTHORIZED PURCHASES.**

1. An Unauthorized Purchase occurs when the materials, services, or any expense is charged to the County of Champaign by a person who has not been given such authority. Unauthorized Purchases include procuring goods and supplies, equipment, construction, or services (including professional services) without following the provisions of this policy. The individual making an Unauthorized Purchase may incur a personal obligation to the vendor or the County for the expense even though the goods and supplies, equipment, construction, or services (including professional services) are used for county business.
2. Unauthorized purchases procedures are detailed in this Policy under Article IX.

IV. EMERGENCY PURCHASES

It is the policy of the Champaign County Board that:

- A. Emergency purchases shall be classified as those purchases, which ensure public health and safety, protect public property, and to limit County liability. A written determination of the basis for the emergency and for the selection of the particular vendor shall be included in the support. The County Department shall document a good faith effort was made and include such documentation.
- B. Emergency purchases are subject to reporting to the Champaign County Board by the Auditor's Office.
- C. Payment for emergency purchases need not be held awaiting County Board approval.

V. NON-COMPETITIVE PROCUREMENT

It is the policy of the Champaign County Board that:

- A. Subject to requirements in 55 ILCS 5/5-1022 a contract may be awarded without competition when a County Department determines, and the Director of Finance and Auditor's Office concur, and it is not required by law, after conducting and documenting a good faith review of available sources, that the contract by its very nature is not suitable to competitive bids or proposals. Examples of contracts which may not be suitable for competitive bids or proposals are:
 1. There is only one source for the required goods, supplies, service or construction.
 2. A sole supplier's item is needed for trial use or testing.
 3. Purchases of used equipment.
 4. Purchases at auction.

5. Proprietary licensing, software integrations, software development, software maintenance, computer hardware maintenance, database maintenance, software support services, database support services, cloud services, and computer hardware support services required purchases after the original purchase competitively procured in Article III-C.

VI. COOPERATIVE PURCHASING

It is the policy of the Champaign County Board that:

- A. Subject to 30 ILCS 525/0.01 et seq., commonly known as the Illinois Governmental Joint Purchasing Act, Champaign County may either participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of goods, supplies, equipment, services, construction, or professional services with one or more public procurement unit(s). Such cooperative purchasing may include, but is not limited to, joint or multi-party contracts between public procurement unit(s) and open-ended state public procurement unit contracts which are made available to other public procurement units.
- B. Champaign County may sell to, acquire from, or use any goods and supplies belonging to another public procurement unit independent of competitive bids.
- C. Champaign County may enter into an agreement independent of competitive bids for cooperative use of goods, supplies, and services under the terms agreed upon between the parties.
- D. Champaign County may enter into agreements for the common use or lease of warehousing facilities capital equipment, and other facilities with another public procurement unit under the terms agreed upon between the parties.

VII. CREDIT CARD POLICY

A credit card may be obtained by a County department for the efficient operation of the department in regard to charging and payment of business expenses that cannot be conveniently paid for by other means. This Purchasing Policy supersedes any existing or subsequent Champaign County Credit Card Policy.

VIII. EXCEPTIONS

It is the policy of the Champaign County Board that:

- A. Although the Champaign County Purchasing Policy is designed to be flexible enough to accommodate most specific situations, there will be occasions which require techniques or solutions outside the established guidelines. To ensure internal consistency, however, some control must be maintained by the Champaign County Board over exceptional situations. Purchases beyond the Champaign County Purchasing Policy guidelines, as established in this policy, may be referred by the requesting department head to Policy, Personnel, & Appointments Committee of the Champaign County Board for recommendation of exception to the Purchasing Policy to the Champaign County Board for final approval.
- B. The Regional Planning Commission shall have an exception, in that the Parent Committee shall be considered the Regional Planning Commissioners, for matters concerning purchasing, and final approval shall be made by the Champaign County Board upon the recommendation of The Regional Planning Commission.
- C. The Mental Health Board shall be excluded from this policy.
- D. The Highway Department is granted an exception from this policy regarding the Administrative Policies and Standard Specifications for Road and Bridge Construction and adopted by the Illinois Department of Transportation and applicable sections of the Illinois Revised Statutes, which shall prevail in the use of Motor Fuel Tax and County Bridge purchases.
- E. Purchases for materials and services, routinely and repeatedly purchased through the year for Champaign County Highway Department where the amount of the purchase cannot be determined beforehand, will not require a Purchase Order even though the amount may exceed \$10,000.00.
- F. Written quotations will be an accepted alternate to formal bids for fuel, which is routinely and repeatedly purchased throughout the year by the Champaign County Highway Department even though the amount exceeds \$30,000.
- G. Purchases for food, routinely and repeatedly purchased through the year, by any County Department, will not require a Purchase Order even though the amount may exceed \$10,000.01.
- H. The formal bidding process, as prescribed in the Purchasing Policy, shall not be required for all items purchased through competitively solicited contracts bid and negotiated by the State of Illinois, U.S. General Services Administration, or other lead public agency in accordance with public purchasing rules and regulations as allowed by Illinois state statute (5 ILCS 220/3). The requesting department shall be responsible for completing all necessary paperwork involved in utilizing any such government purchasing alliance for purchase of any item/items requested.

- I. Examples of non-negotiable or proprietary purchases that do not require a purchase requisition and, therefore, may be processed by direct invoice, include, but are not limited to:
1. Books
 2. Subscriptions
 3. Copyrighted Material
 4. Membership and Registration fees
 5. Interdepartmental Reimbursements
 6. Legal Services and Related Litigation Expenses
 7. County postage fund replenishment
 8. Statutory Clerk election mailings
 9. Statutory Assessor mailings
 10. Intergovernmental Payments
 11. Bank Payments
 12. Settlement of Judgements & Claims
 13. Utility payments for electric, gas, water, sewer, telephone, and cell phones
 14. Refunds
 15. Hospital, Medical, Doctor, and Dentist Expenses
 16. Travel (see County Travel & Business Expense Policy)

IX. PROCEDURE FOR NON-COMPLIANCE

- A. The Auditor’s Office shall not process any payment for goods, supplies, services, or construction (except for professional services, the procedures for which are set forth in Article III-C unless such procurement was in compliance with the terms of this policy. If the Auditor’s Office is requested to process any payment that is not in compliance with this policy, the County Auditor shall, after consultation with the State’s Attorney, promptly report such requests and the nature of the non-compliance to the Finance Committee.

- B. If the purchase amount is below \$30,000, and, if the procurement is not in violation of State or Federal law, then the Department Head or Elected Official making the request of the Auditor's Office for payment, shall present the matter to the Finance Committee which, if a majority of the members present vote to approve the non-compliant expenditure, may submit its recommendation to approve the non-compliant expenditure by Resolution to the County Board for its consideration.

- C. Procedure for Addressing Non-compliance for Purchases of Professional Services. If the Auditor's Office is requested to process any payment for Professional Services in excess of \$30,000 that is not in compliance with this policy, the County Auditor shall, after consultation with the State's Attorney, promptly report such request and the nature of the non-compliance to the County Board. If the State's Attorney opines that the services sought constitute Professional Services under state law, and, if the procurement is not otherwise in violation of State or Federal law, then the Department Head or Elected Official making the request of the County Auditor for payment, shall present the matter to the Finance Committee which, if a majority of the members present vote to approve the non-compliant expenditure, may submit its recommendation to approve the non-compliant expenditure by Resolution to the County Board for its consideration.

- D. Competitive Sealed Bids/Competitive Sealed Proposals – Non-compliance Ascertained Prior to Bid Opening or Closing Date for Receipt of Proposals. If prior to the Bid opening or the closing date for receipt of proposals, the Director of Finance, after consultation with the State's Attorney, determines that a solicitation is in violation of federal, state, or local law, then the solicitation shall be cancelled or revised to comply with applicable law.

- E. Competitive Sealed Bids/Competitive Sealed Proposals – Non-compliance Ascertained Prior to Award. If after Bid opening or the closing date for receipt of proposals, the Director of Finance, after consultation with the State's Attorney, determines that a solicitation or proposed award of a Contract is in violation of federal, state, or local law, then the solicitation or proposed award shall be cancelled.

- F. Competitive Sealed Bids/Competitive Sealed Proposals – Non-compliance Ascertained After Award. If, after an award, the Director of Finance, after consultation with the State's Attorney, determines that a solicitation or award of a Contract was in violation of the Purchasing Policy, then:
 - 1. if the Person awarded the Contract has not acted fraudulently or in bad faith:
 - a. the Contract may be ratified and affirmed by the County Board, provided it is determined that doing so is in the best interests of the County and provided that no violation of State or Federal law has occurred in the procurement process; or

- b. the Contract may be terminated, and the Person awarded the Contract shall be compensated for the actual costs reasonably incurred under the Contract prior to notification; or
- 2. if the Person awarded the Contract has acted fraudulently or in bad faith the Contract may be declared null and void or voidable, if such action is in the best interests of the County.

X. DEFINITIONS

The words defined in this Policy shall have the meanings set forth below whenever they appear in this Policy

- 1. Confidential Information. Any information which is available to an Employee only because of the Employee’s status as an Employee of the County and is not a matter of public knowledge or available to the public via a request made at that time pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et seq.).
- 2. Purchase Order. An approved and converted Requisition directing a vendor to provide goods, supplies, services, equipment, construction, or professional services to Champaign County.
- 3. Requisition. When a County Department enters the details of goods and supplies, services, equipment, construction, or professional services into the accounting software (e.g. Munis) for approval prior to obtaining said goods and services.
- 4. Responsible Bidder. See Champaign County Ordinance No. 666.
- 5. Software Workflow. The automated routing and tracking of requests and approvals within the accounting software to ensure efficiency and transparency. This meaning applies to both the “Munis” system current as of the date of this Policy’s most recent revision, but also any successor version, system, or software differently named.
- 6. Used Equipment. Equipment that is at least one year old; or is a floor or demonstration model that is offered at a price at least twenty-five percent (25%) below current market price; or is otherwise determined by the Auditor’s Office on a case-by-case basis to be a bona fide used item.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

ORDINANCE NO. 2022-10

AN ORDINANCE ESTABLISHING TRAVEL & BUSINESS EXPENSE POLICY FOR
CHAMPAIGN COUNTY, ILLINOIS

WHEREAS, the County Board of the County of Champaign, Illinois, is vested with the authority to adopt a policy establishing travel regulations to ensure that elected and appointed officials and employees who travel on official business will be treated fairly and reimbursed at rates which are reasonable, consistent with actual, necessary costs, and which will insure the promotion of economy in County government; and

WHEREAS, the travel regulations adopted by the County Board of Champaign County, Illinois, apply to all elected officials, appointed officials, and employees of the County of Champaign, regardless of source of funds.

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

1. Ordinance No. 946 and Ordinance No. 2018-5 which prescribed County Travel Policies are hereby rescinded.
2. The attached “Champaign County Travel & Business Expense Policy” shall be the official travel regulations policy for all elected officials, appointed officials, and employees of the County of Champaign, regardless of source of funds.

PRESENTED, ADOPTED, APPROVED and RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

County of Champaign, Illinois



Travel & Business Expense Policy

Ordinance No. 2022-10

Effective 1/1/2023

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Travel & Business Expense Policy
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I. INTRODUCTION

A. Purpose

The purpose of the **Champaign County Travel & Business Expense Policy** (the Policy) is to establish guidelines to ensure that all travel and business expenses are necessary, reasonable, and consistent with the business objectives of Champaign County (the County), are incurred by employees in the performance of their duties and are in accordance with state statutes. The Policy establishes rules and procedures separately for **travel expenses** (such as transportation, lodging, and meals) and **business expenses** (such as business meals). It is critical that all employees traveling on County business understand the compliance requirements established.

All Elected Officials, Department Directors, County employees, and non-employees (independent contractors, consultants, etc.) who incur travel and business expenses must remember that they have a **fiduciary responsibility to the taxpayers** and need to expend funds in a responsible manner. Travel and business expenses must be necessary, reasonable, and fully supported by documentation. Care should be exercised to **avoid impropriety** or the appearance of impropriety, including the public perception that travel or business expenses have been expended for personal reasons. Public funds may never be used for personal gain.

B. Applicability

The Policy applies to all County Officials, employees, non-employees, volunteers, or other individuals who incur travel or business expenses while engaging in official County business, except as noted in the following paragraph.

Elected Officials are encouraged to adopt the Policy for consistency and to simplify the reimbursement of travel and business expenses. County employees that work in a department headed by an Elected Official and/or Boards who have adopted and disseminated different guidelines and procedures for travel and business expenses shall consult the applicable policies and procedures of their own department in addition to this document. Expenses that are regulated by the IRS or other laws must be adhered to and will be enforced by the Auditor's Office. Copies (or any version updates) of such different policies must be provided to the County Auditor's Office to assist with processing of Policy expenses.

The term employee is used throughout the Policy and, unless otherwise noted, refers to all County Officials, employees, non-employees, volunteers, or other individuals who incur travel or business expenses while engaging in official County business.

For **non-employees** who operate under a contractual agreement, any travel or business expenses paid under any such agreement should also conform to the Policy.

C. Overview

The County will reimburse employees for **necessary** and **reasonable** travel and business expenses incurred while conducting official County business or while attending conferences, seminars, or training benefiting the employee and their work for the County. Elected Officials and Department Directors are responsible for authorizing travel or business expenses and verifying that expenses incurred are necessary, reasonable, and conform to the Policy. Additionally, Elected Officials and Department Directors are responsible for confirming that budgetary funding is available to support the expenses and ensuring that their employees have read and are aware of the policies applicable to them.

The **Internal Revenue Service (IRS)** has specific rules for the payment/reimbursement of travel and business expenses, as well as other laws. The Policy is designed to comply with all legal and regulatory requirements of the IRS and other federal and state laws regarding travel and business expenses, including the consideration of taxability to employees and documentation standards. Consequently, updates will be made to the Policy as IRS or County standards change.

D. Administration

Elected Officials and Department Directors are responsible for: 1) the implementation, administration, and oversight of the Policy within their departments, 2) employee compliance with the Policy, 3) approval of all travel, 4) approval of travel advances, 5) approval of reimbursement requests, and 6) management of travel and business expenses within budgetary constraints. Before making any travel commitments, an employee must be aware of Champaign County's travel policies.

The County Auditor has the authority to administer, interpret, and apply the terms of the Policy for all travel advances and reimbursement requests related to travel and business expenses submitted through the Accounts Payable process. Elected Officials/Department Heads should be prepared to supply a justification for any items that the Auditor's Office does not consider as "necessary or reasonable" as the funding is coming from taxpayer dollars and are encouraged to contact the County Auditor's Office to obtain approval before expenses are incurred, if there is any uncertainty about the eligibility of certain travel or business expenses. On a monthly basis, the County Auditor will include on its Non-Conforming Purchases Report (NCPR) to the County Board details of any elected or employee that exceeded the maximums allowed for travel, meals and lodging in this policy.

If any travel or business expenses are deemed to be **ineligible** for reimbursement by the County Auditor, the individual seeking reimbursement **may appeal** to the Policy, Personnel and Appointments Committee.

Receipts are required to support all reimbursement requests for travel and business expenses, unless otherwise noted in the Policy. Any miscellaneous expense OVER \$20.00 shall be accompanied by a receipt.

Please contact the County Auditor's Office for guidance on any issues related to travel and business expenses.

Exception to this policy shall be presented in a letter submitted to the Policy, Personnel and Appointments Committee for approval and recommendation for approval by the County Board which must be documented with a roll call vote.

This policy supersedes and rescinds all previous travel and business expense policies and procedures and shall remain in effect until subsequently modified or rescinded.

II. TRAVEL EXPENSE POLICY

A. Authorization for Travel

As noted in the previous section, Elected Officials and Department Heads are responsible for approving and overseeing all travel by employees in their departments.

B. Overnight Travel vs Daytime Travel

All approved travel by an employee fall into one of the following two categories: **Overnight Travel** or **Daytime Travel**. This distinction is critical, **as the category of travel will determine the types of travel expenses that are eligible for reimbursement under the Policy**. Elected Officials/Department Heads should determine which category of travel each trip falls under before an employee departs, so that they are aware of which reimbursable travel expenses the employee will be eligible for. Following are the definitions for the two categories of travel:

Overnight Travel

Travel is considered to be **overnight travel** if meets **all** of the following criteria:

- The assignment has a **legitimate business purpose**.
- The work assignment is **temporary** (generally, lasting one year or less).
- The work assignment is located **outside the general vicinity of the employee's place of work assignment**. The County considers travel to meet this criterion if the business destination is outside of the County and greater than 75 miles away from the employee's principal place of business.
- The work assignment is substantially longer than an ordinary day's work and **requires an overnight stay or substantial sleep or rest**.

As stated in the above criteria, an employee must travel "away from home" for the travel to qualify as overnight travel. The statutory phrase "away from home" has been interpreted by the U.S. Supreme court to require an employee to travel overnight or long enough to require substantial sleep or rest. Merely working overtime or at a great distance from the employee's residence does not qualify as overnight travel, if the employee returns home without spending the night or stopping for substantial sleep or rest.

The following examples are provided to help distinguish when travel qualifies as overnight travel.

Example 1: An employee is required to travel from Champaign to Peoria for an afternoon business-related meeting. The employee leaves work at 11:45 am on Monday, with plans to return home the same day. However, the employee is unable to complete the work by late Monday, so the employee spends the night in Peoria. After completing the work early on Tuesday morning, the employee returns to Champaign by 10:30 am. Even though the Employee had not planned to spend the night and is gone for less than 24 hours, the employee has met the "away from home" rule because the night was spent away from home on unavoidable business. **This trip qualifies as overnight travel.**

Example 2: An employee is required to travel from home in Champaign to Bloomington for a business-related meeting. The employee leaves home at 6:30 am and returns that night at 10:00 pm. On the trip home, the employee stops for dinner and rests in the car for two hours. Even though the employee has been away from home for substantially longer than his/her normal workday, the employee is not considered to be in overnight travel status. Courts have ruled that stopping for a meal or a rest in a car does not meet the substantial sleep or rest rule. **This trip does not qualify as overnight travel.**

Example 3: Due to a specialized equipment breakdown in the afternoon and the inability to find an available shipper, an employee is asked to retrieve the equipment from the manufacturer in St. Louis, MO. After not being able to leave Champaign until 6:00 pm and arriving in St. Louis at 9:30 pm, the employee had been given permission to spend the night if it was too late. The employee needed to get back to work by the next day due to emergency procedures with the equipment breakdown, so he rented a room and took a 4 hour nap before completing the return trip. Since the employee rented a room in order to sleep, he is considered to have met the “sleep and rest” rule. **This trip qualifies as overnight travel.**

For travel that meets the definition of Overnight Travel (and are made in accordance with IRS requirements) employees are eligible to be reimbursed for the following travel expenses:

- Transportation costs to travel to and from the business destination
- Transportation costs while at the business destination
- Lodging
- Meals (See Section E for meal reimbursement details)

The following sections provide the specific details on travel costs that are eligible for reimbursement.

Daytime Travel

Daytime travel represents transportation between an employee’s residence or principal place of business to a **temporary work assignment**, without an overnight stay. Daytime travel may include travel within the County, outside the County, or outside the State, as long as the travel does not require an overnight stay or substantial sleep or rest, as defined in the previous section.

Temporary work assignment – An assignment that is away from the employee’s principal place of work and is expected to last (and actually does last) one year or less. Temporary work assignments include offsite meetings, conferences, seminars, etc., County facilities that are **not** the employee’s principal place of work, and other locations where an employee conducts official County business.

It is important to **distinguish daytime travel from commuting**. Commuting refers to travel between an employee’s **personal residence** and **principal place of work**. **Commuting expenses are not reimbursable** under the Policy. See the Personal Vehicle Usage section for examples of daytime travel vs commuting.

For travel that meets the definition of daytime travel, employees are eligible to be reimbursed for transportation costs, and meals only if the daytime travel is outside of Champaign County. Meals within Champaign County are not eligible for reimbursement during daytime travel unless they qualify as a valid business meal (see below). See the following section for the specific details on transportation costs that are eligible for reimbursement.

C. Transportation Expenses

For both overnight travel and daytime travel, employees should **determine the most economical method of travel** with the **primary factors being cost and travel time**. Elected Officials and Department Directors should approve all employee transportation plans.

The following sections present the most common means of transportation and the related policies.

Commercial Air Travel

In most cases, commercial air travel should **only** be used **for overnight travel that is out of state**.

Employees should fly coach or equivalent class at the lowest available commercial airfare. Employees who wish to fly in a class higher than coach are personally responsible for the difference in cost. For reimbursement, there must be adequate documentation for the departure/return dates, itinerary, nature of the County-related function, and all receipts attached.

Air travel reservations should be booked in advance to avoid last minute pricing.

Various airlines charge different fees for a wide range of items and services. These fees can vary greatly for the different airlines, but some common examples include fees for: overweight luggage, preferred seating, priority boarding, extra legroom seating, ticket changing, drinks and snacks, headsets and other entertainment. **The County will not pay for any of the above charges**. The employee must pay for these at their own expense.

The only airline fees that the County will reimburse are for checked bags (limit of 1) and carry-on bags (limit of 1). However, special circumstances may necessitate additional bags, ticket changing, or other fees. These situations should be justified and approved on a case-by-case basis in advance by the Elected Official or Department Director. In no cases will the County reimburse fees for drinks and snacks or headsets and other entertainment.

Employees should not cash in a full fare ticket in exchange for a reduced rate ticket or less expensive ticket. Also, employees should not volunteer to take a later flight in exchange for a financial benefit. Under no circumstances should this situation affect the return-to-work time for the employee. If either of these situations does occur, employees must return any financial benefit to the County.

Transportation to/from Airports

Employees should determine the most economical method of transportation to and from airports. If available, employees should utilize complimentary or discount-priced hotel shuttles. Otherwise, employees may use public transportation, shuttle bus, taxi or other vehicle service, or personal vehicle – whichever proves to be the most economical.

If an employee drives a personal vehicle and parks at the airport, parking will only be reimbursed at the **long-term economy rate**. The cost of parking at the airport should be considered when determining if a personal vehicle is the most economical method of transportation to and from the airport.

If a taxi or other vehicle service is used, driver gratuity should not exceed up to the 20% established maximum of the bill.

Bus or Rail Transportation

Bus or rail transportation is commonly used for daytime travel. However, bus or rail transportation may be used for overnight travel if it is determined to be the most economical method of transportation or if special circumstances require such methods of transportation. In cases with special circumstances, approval should be granted on a case-by-case basis in advance by the Elected Official or Department Director. Detailed receipts with the justification for economical use must be submitted for reimbursement.

Taxis & Other Vehicle Services

As listed earlier, taxis or other vehicle services may be used for transportation to and from the airport, when it is determined to be the most economical method. Stretch limousines **should not** be used, unless for a large group traveling together and it represents the most economical method. Receipts must be obtained to submit for reimbursement.

Taxis may also be used while at the business destination when necessary. However, public transportation and shuttle service should be used before taxis, when available and practical.

Rental Vehicles

Rental cars should be used only in connection with overnight travel and **only if other transportation is not economical or practical**. Rental car usage should be approved on a case-by-case basis in advance by the Elected Official or Department Director. Receipts, advance approval and the justification must be obtained to submit for reimbursement.

In general, the County will only reimburse the cost of a compact or mid-sized car. In cases where two or more employees are sharing a rental car, a mid-sized vehicle size should be obtained. Any upgrades or enhancements are personal expenditures and will not be paid for by the County. However, in the case of a **free** upgrade offered by the rental agency due to unavailability of the previously reserved vehicle, proof of the original compact or mid-sized vehicle reservation must be submitted along with the invoice for the upgrade.

If an employee **combines personal vacation time** before and/or after approved overnight travel for County business and the employee uses a rental car during both the County business portion and personal vacation portion of the trip, the County will **only reimburse** for the pro rata share of rental car expenses that relate to **the County business portion of the trip**.

Employees should **not accept insurance options for collision and liability coverage** offered by rental car companies as it is included in the County's insurance coverage policy. Contact Our Insurance Specialist for guidance or questions prior to the planned travel. Also, the County will **not** reimburse any separate insurance options for personal property coverage.

Rental car fuel should be evaluated for return with a full tank of gas or to utilize the rental car fuel refill fee. Cars should also be inspected for any damage before the rental agreement is signed to ensure that any damage is noted clearly on the agreement.

Additional rental car options, such as GPS navigation and satellite radio, **are not reimbursable**.

All reasonable tolls and parking fees will be reimbursed. However, employees are responsible for all parking tickets and traffic fines.

County-Owned Vehicle Usage

Elected Officials, Department Directors and employees should utilize a county-owned vehicle for daytime travel, if one is available. Please refer to the County-Owned Vehicle Policy for any questions and requirements related to usage of such vehicles. Fuel charges for a county-owned vehicle will be reimbursed for travel as long as the Vehicle # or Plate # is written on the receipt.

Personal Vehicle Usage

Personal vehicles are commonly used for **daytime travel**. However, a personal vehicle may be used for **overnight travel** if it is determined to be the most economical method of transportation or if special circumstances require this method of transportation. In cases with special circumstances, approval should be granted on a case-by-case basis in advance by the Elected Official or Department Director.

When employees use their personal vehicle for approved travel, the County will **reimburse for actual mileage driven**, in accordance with the IRS mileage rate, as determined by the IRS/GSA per diem. Fuel charges or vehicle breakdowns during the usage of a personal vehicle are not reimbursable items. Mileage reimbursement is the only method for personal vehicle usage.

Employees must maintain a record of actual mileage driven during approved travel, which can be accomplished by keeping a mileage log. An alternative method can be utilized by printing the route information from an online mapping application, such as Google Maps or MapQuest.

Mileage from an employee's personal residence to their principal place of work is considered to be **commuting** and is **not reimbursable under the Policy**.

Employees using their personal vehicle on approved travel are responsible for having adequate and current auto insurance, in accordance with the County's vehicle use policy, as well as being in compliance with all other requirements. Contact Our Insurance Specialist for more information.

All reasonable tolls and parking fees will be reimbursed as actually incurred. However, employees are responsible for all parking tickets, traffic fines, and any liability from accidents.

No mileage payments are allowed for Elected or Appointed departments to attend committee meetings, subcommittee meetings and County Board meetings. The County Board Chair and County Board members are allowed mileage payments to attend committee meetings, subcommittee meetings, any other meetings they attend in fulfilling their duties as County Board Members, and County Board meetings.

The following examples are designed to help clarify when mileage is eligible for reimbursement:

Example 1: An employee drives their personal vehicle from their home in Rantoul to their County worksite in Urbana, which is their primary place of work. **This is considered commuting, and the mileage is not eligible for reimbursement.**

Example 2: The same employee in example 1 is at work at the County worksite in Urbana when their supervisor directs the employee to drive their personal vehicle to the Highway Department for a meeting. After the meeting, the employee drives back to the County worksite in Urbana to work for the rest of the day. Since the Highway Department is not the employee's primary place of work, the meeting is considered a temporary work assignment and **the mileage from the Urbana County worksite to the Highway Department and back is considered daytime travel and is eligible for reimbursement. The mileage from the employee's home to the County worksite in the morning and from the County worksite to home at the end of the day is considered commuting and is not eligible for reimbursement.**

Example 3: The same situation occurs as in example 2, except the employee drives home after the meeting at the Highway Department instead of driving back to the County worksite. In this case, **the mileage from the County worksite to the Highway Department is eligible for reimbursement. The mileage from the Highway Department to home is only eligible to the extent that it exceeds the distance from the employee's Urbana County worksite to their home. The mileage from the employee's home to the County worksite in the morning is considered commuting and is not eligible for reimbursement.**

Example 4: The same employee in example 1 drives their personal vehicle from their home in Rantoul to a full day seminar in Bloomington. The employee drives back home the same day. **Since the seminar in Bloomington is not the employee's primary place of work, the meeting is considered a temporary work assignment and the mileage from the employee's home to the seminar and back is considered daytime travel and is eligible for reimbursement.**

Example 5: The same employee in example 1 drives their personal vehicle from their home in Rantoul to a full day training session in Thomasboro. The employee drives back home the same day. **Even though the distance from the employee's home to the training session in Thomasboro is less than the employee's normal commuting distance, the training session is considered a temporary work assignment and the mileage from the employee's home to the training session and back is considered daytime travel and is eligible for reimbursement.**

Example 6: The same employee in example 1 drives their personal vehicle from their home in Rantoul to a half day training session in the morning in Thomasboro. After the morning session, the employee drives to the County worksite in Urbana to work for the rest of the afternoon. The mileage from the **employee's** home to the training session and from the training session to the County worksite is considered daytime travel and is eligible for reimbursement. The mileage from County worksite to home is considered commuting and the mileage is not eligible for reimbursement.

Employees should contact the Auditor's Office for clarification on the above examples or for any other questions on determining the eligibility of mileage reimbursement.

Required Documentation – Transportation Expenses

Employees should obtain detailed receipts for all transportation expenses, when available. In cases where receipts are lost or not available, employees must fill out the Lost/Unavailable Receipt Reimbursement Form. See Section J for more information about the reimbursement of travel expenses.

D. Lodging Expenses

Lodging expenses are only reimbursable for pre-approved overnight travel. As such, all expenses outlined in this section are **not reimbursable for daytime travel.**

Employees are responsible for ensuring that reasonable lodging rates are obtained. To accomplish this, employees should:

- Make reservations in advance, whenever practical
- Avoid deluxe hotels
- **Ask for and request** the lowest available rate (i.e. government, corporate, conference discounts). Payment is limited to the single rate for a standard room (unless it is being shared with one or more other employee(s)). Shared rooms should be noted on the Travel Expense Reimbursement Form by providing the names of the employees, **OR,**
- Lodging is limited to payment/reimbursement for up to 20% over the GSA CONUS rates for hotels. Maximum lodging rates can be obtained through a search at <http://www.gsa.gov/portal/category/100120>. Special considerations may apply by obtaining advance approval from the applicable elected official or department director and by conferring with the County Auditor.

Employees may stay at the hotel that is holding the conference, seminar, or meeting that is purpose of the business trip, even if the rates exceed other local hotel options. A conference brochure must be submitted to show the rates that were made available. The higher cost may be justified in order to avoid additional transportation costs, as well as for time savings and safety. Preference may also be given to conference- specified hotels offering reduced rates for attendees. Employees are urged to stay at less expensive hotels located in the conference area, but care should be taken to ensure that lodging savings will not be offset by cab fare and are under the amount of the conference hotel. An analysis should be completed **in advance** to determine the most economical and practical lodging option.

Elected Officials and Department Directors should approve all employee lodging plans **in advance**.

Employees will be **reimbursed for actual lodging expenses**, provided the expenses are ordinary and necessary and not lavish and/or extravagant (as determined by the County Auditor). Detailed hotel receipts must be obtained and presented for a reimbursement to occur. In the case of booking and prepaying through a travel service such as Expedia, the employee must still request a detailed statement of the lodging upon checkout and for submission.

Employees may guarantee hotels for late arrival to their personal credit card. However, employees are responsible for payment if they do not show and do not cancel their reservations in time. If canceling directly with the hotel, note the date and time of the call, the name of the person with whom you spoke with, and the cancellation confirmation numbers.

Hotel Telephones and Communications

Hotel communications (internet, fax, local phone usage) will be reimbursed, **when relating to County business**. Hotel room phones should not be used for long distance calls, due to high fees charged by hotels. Employees are encouraged to use their cell phones or calling cards to make long distance calls. Any other hotel communication charges are subject to review and may not be reimbursed.

Other Lodging-Related Charges

Bellman tips will be reimbursed up to a maximum of \$2 per bag. Charges for valet parking will not be reimbursed, unless necessary for health reasons or in the absence of any other parking options. Resort fees will not be reimbursed, unless they are non-negotiable additions to the rate charged by the hotel.

Incidental charges such as **mini-bar, bar charges, movie rentals, or sundries** are **not reimbursable** and should be noted and deducted from the total bill on the Travel Expense Reimbursement Form.

Required Documentation – Lodging Expenses

Employees should obtain detailed receipts for all lodging expenses. The receipts must itemize all expenses, such as room rate, taxes, communication charges, etc. Employees not submitting an itemized hotel statement will have any travel reimbursement delayed until the statement is received by the Auditor's Office. See Section J for more information about the reimbursement of travel expenses.

E. Meal Expenses

Meals are **only reimbursable** for approved **overnight travel or daytime travel outside of Champaign County**. However, some meals associated with daytime travel within Champaign County may be reimbursable if they meet the definition of a **business meal**. See Section III for more information about business meals.

The County's policy is to **reimburse IRS/GSA PER DIEM rates for meal expenses**. **The County, as per this policy, does not reimburse employees for actual meal expenses**. **Receipts need not** be submitted. Lesser amounts may be requested but the current IRS/GSA rates are the maximum allowed.

Personal reimbursable meals must be paid for with a personal credit card or other means of personal payment. **Personal meals are not allowed on County credit cards.**

A travel log must be submitted in accordance with IRS regulations, which substantiates the business purpose (meeting type, seminar or conference title), the travel dates, the applicable meals to be reimbursed for each day, and the place (city).

Meals and tips will not be reimbursed, if the cost of meals for seminars or official meetings is included in the registration fee. A copy of the meeting brochure, if available, should be submitted with the travel log at the time of request for reimbursement.

The County will **only** reimburse meals for **employees** on approved overnight travel or daytime travel outside of Champaign County. **Please note:** No meals will be reimbursed on a day trip within Champaign County, unless it is business-related, meets the Business Meal rules, and is pre- approved by the Elected Official/Department Director. The County will **not** reimburse meals for **family members and/or other acquaintances**.

Alcohol will not be reimbursed under any circumstances.

Meal Reimbursement Limits

As stated earlier, the County’s policy is to reimburse employees on a per diem basis. The per diem meal reimbursement amounts are set annually by the US General Services Administration (GSA). Each year, the Auditor’s Office will provide departments with a chart of the breakfast, lunch, dinner, and incidental rates for the CONUS. The County does not utilize the first and last day of travel method in determining per diem reimbursements.

For any travel outside the continental United States, please contact the County Auditor’s Office to determine the reimbursement amounts for meals.

of Meals Per Day

Employees on approved overnight travel or daytime travel outside Champaign County are generally eligible for meal reimbursements of up to **three (3) meals per day (breakfast, lunch, and dinner) and one (1) incidental rate per day for snacks and refreshments** while on County business.

If an employee **combines personal vacation time** before and/or after approved overnight travel for County business, **no meals are reimbursable during the personal vacation portion of the trip.**

Meals during the day of departure and day of return are reimbursable, but only certain meals qualify for reimbursement, based on the time employees depart from and return to their personal residence or principal place of business (employees should use their personal residence in most cases, unless they actually depart from or return to their principal place of business) as follows:

Time of Departure (based on direct travel time plus 20 minutes)				
Eligible Meals				Time of departure from home
B	L	D	I	Midnight - 6:29 a.m.
-	L	D	I	6:30 a.m. - 11:29 a.m.
-	-	D	I	12:00 p.m. - 6:29 p.m.
-	-	-	I	6:30 p.m. - 11:59 p.m.

Time of Return (based on direct travel time plus 20 minutes)				
Time of arrival at home		Eligible Meals		
Midnight - 6:29 a.m.		-	-	I
6:30 a.m. - 11:29 a.m.		B	-	I
1:30 p.m. - 5:59 p.m.		B	L	I
6:00 p.m. - 11:59 p.m.		B	L	I

Example: Leave home at 6:39 am for a one-day training in Bloomington, IL. Conference starts at 8 am and drive time per map search is 59 minutes therefore leaving at 6:39 allows 20 extra minutes for parking, etc. Conference ends at 4:30 with departure at 4:49 and arrival at home approximately 5:50. Eligible for L and I.

Example: Leave home on Sunday night at 6:10 pm for 3-day conference in Indianapolis, IN. Sunday only I is allowed. Hotel and/or conference provide breakfast each day (Mon, Tues, Wed) so no breakfast is allowable. Conference provides free time for lunch on your own, lunch is allowable each day (Mon, Tues, Wed). Dinner is on your own and conference is over at noon on the last day therefore, dinner is allowable for two days (Mon and Tues) but you arrive home at 3:10 pm after stopping for lunch)

Room Service

Employees **may** get room service for meals, **subject to the meal reimbursement allowances** described previously in this section. In order for room service to be reimbursable, the order(s) must be paid for with a personal card or other method of payment. Room service is not allowed on County credit cards.

Meals Provided at Meetings, Conferences, Etc.

In cases where a meal is provided at a meeting, conference, seminar, etc., but an employee chooses to purchase a meal elsewhere, the purchased meal is **not eligible for reimbursement**, unless medical or religious reasons are provided with the reimbursement request. Conference and seminar brochures should be reviewed carefully to determine what meals are provided. It is highly encouraged to participate in the breakfast provided at hotels offering such an amenity.

F. Other Travel Expenses

Telephone and Other Communication Expenses

In addition to the policy for hotel telephone and communication expenses described in the lodging section, employees on overnight or daytime travel may be reimbursed for telephone, FAX, Internet connection, and cellular phone charges, **when relating to County business**. Any such expenses must be itemized on the Travel Expense Reimbursement Form and the business purpose must be listed.

Other Travel Expenses

While the Policy attempts to clearly distinguish eligible and ineligible travel expenses for the most common scenarios, employees may incur other travel expenses that are not explicitly described in the Policy. In such cases, Elected Officials or Department Directors and the County Auditor shall exercise professional judgment to determine whether such other travel expenses are both **necessary** and **reasonable**. If any such other travel expenses are deemed to be both necessary and reasonable by both the Elected Officials or Department Directors and the County Auditor, such costs will be reimbursed by the County.

G. Tipping Summary

As listed throughout the travel expense section, the following are the County's reimbursement limits for tips:

Business Meals:	up to 20% maximum, unless rate is set by the establishment on the bill.
Taxi Driver:	up to 20% maximum
Baggage Handlers:	\$2 per bag maximum
Hotel Cleaning Tip:	\$5 per day maximum

H. Eligible and Ineligible Travel Expense Summary

Eligible Travel Expenses:

- Registration fees – conference, seminar, etc.
- Airfare (for overnight travel only)
- Airline fees for checked bags (limit of 1) and carry-on bags (limit of 1)
- Transportation to/from airport – public transportation, shuttle bus, taxi, other vehicle service, or personal vehicle
- Airport parking (long-term economy rate only)
- Other transportation expenses – bus, rail, taxi, etc.
- Rental car (if other available transportation is not economical or practical)
- Gasoline for rental cars (must be returned with a full tank of gas)
- Personal vehicle usage – the County will reimburse for actual mileage driven, in accordance with the IRS mileage rate, as determined in the County's Budget Policy.
- Tolls and parking fees
- Lodging (for overnight travel only)
- Hotel communications – for business purposes only, such as internet access for Citrix and email access.
- Bellman tips (\$2 per bag maximum)
- Meals – (for overnight travel or daytime travel outside Champaign County only) SEE CHART
- Room Service – **only for meals** and only up to maximum reimbursement limit
- Tips – Meals – up to 20% maximum
- Other communication expenses (for business purposes only)

Ineligible Travel Expenses:

- ⊗ The personal portion of any trip.
- ⊗ Political contributions or attendance at a political event.
- ⊗ Upgraded airline tickets – such as economy plus, business class, first class, or extra room
- ⊗ Airline ticket change fees (unless special circumstances approved by Elected Official or Department Director)
- ⊗ Unjustified car rental or car rental not obtaining pre-approval; and/or upgrade from standard compact/mid-sized vehicle.
- ⊗ Meal expenses in lieu of conference provided meals, unless there is a justified reason.
- ⊗ Standard or premier parking at airport (only long-term economy rate is reimbursable)
- ⊗ Personal travel, accident, or life insurance
- ⊗ Admission fees for airline clubs
- ⊗ Magazines or books
- ⊗ Toiletries
- ⊗ Rental car for personal activities – The County will only reimburse rental car expenses for the County business portion of the trip
- ⊗ Refueling fees for rental cars – employees should return rental cars with a full tank of gas to avoid refueling fees
- ⊗ Gasoline, insurance, repairs, or other personal vehicle expenses – are all reimbursed through mileage rate
- ⊗ Fines or tickets for parking illegally or moving violations
- ⊗ “No-show” charges for hotel or rental car, unless a circumstance resulting from a work emergency or medical emergency (both approved by supervisor) warranting the cancellation
- ⊗ Lodging other than the “standard” room rate or government rate. Upgrades are not reimbursable.
- ⊗ Unjustified/Unapproved internet access at hotels
- ⊗ Hotel mini-bar charges
- ⊗ Hotel in-room entertainment
- ⊗ Hotel exercise room charges
- ⊗ Hotel safety deposit box
- ⊗ In-flight telephone charges, cash bar or internet/movies (including headset charges)
- ⊗ Valet Parking
- ⊗ Cleaning, pressing, and laundry (except when on extended travel and approved by Elected Official or Department Director)
- ⊗ Entertainment, tours, sporting events, golf outings, etc.
- ⊗ Medication or other medical expenses/health supplies, cosmetics
- ⊗ Childcare services
- ⊗ Pet care services
- ⊗ Any expenses for family members or other acquaintances when accompanying an official on County-related business.
- ⊗ Health club, saunas or massages
- ⊗ Barber, manicurist, or shoeshine
- ⊗ Alcohol or tobacco products
- ⊗ Meals and/or tips in excess of policy limits – employees responsible for costs in excess of limits
- ⊗ Any expenses deemed extravagant, unreasonable, or unnecessary or personal in nature (as determined by the County Auditor)
- ⊗ Lost/stolen cash or personal property, including luggage and/or briefcases

I. Travel Advances

In many cases, employees initially pay for travel expenses with personal funds or personal credit cards. **The County then reimburses employees for all eligible personally paid travel expenses.** See Section J for more information on the reimbursement process. In other cases, the Department may pay for some travel expenses in advance (e.g. booking lodging for a conference) by using a County credit card, if one has been issued.

However, **for special circumstances**, as approved by the Elected Official or Department Director and the County Auditor, an **advance of travel expenses may be made** to employees before travel is completed. Special circumstances may include financial hardship on employees or other compelling reasons. Efforts should be made to minimize the number and amount of cash advances through utilization of the County's credit card and direct vendor payments, especially for conference registrations, airfare and lodging (credit card required for lodging).

Employees who wish to request a travel advance must fill out and sign the Travel Advance Request Form, obtain the signature of the Elected Official or Department Director, and forward the Form to their department to submit for payment.

Additional rules for travel advances include the following:

The amount of the travel advance cannot exceed 100% of the reasonable estimated total travel costs, including transportation, lodging, and meals, which must be detailed on the Travel Advance Request Form.

Approved travel advances **cannot be issued more than thirty (30) days before** the travel is scheduled to begin. Travel Advance Requests may be submitted for approval more than 30 days before the travel is scheduled to begin, but checks cannot be issued to employees before that point in time.

Within fifteen (15) business days after returning from travel, **employees must complete the Travel Expense Reimbursement Form**, as described in Section J. Then, employees should compare the actual total of eligible travel expenses, as determined on the Travel Expense Reimbursement Form, to the amount of the travel advance.

If the **actual total of eligible travel expenses** is **greater than** the amount of the **travel advance**, the County will pay the difference to the employee as a reimbursement.

If the **actual total of eligible travel expenses** is **less than** the amount of the **travel advance**, the employee must repay the difference to the County. In such cases, employees should attach a personal check, made payable to the Champaign County Treasurer, to the Travel Expense Reimbursement Form.

No additional travel advances may be made to employees who are delinquent in submitting a Travel Expense Reimbursement Form or repaying any amount owed to the County. The County reserves the right to withhold the total amount of the advance from employees' paychecks for failure to return the unexpended funds or submit the completed travel forms.

J. Reimbursement for Travel Expenses

Employees must complete the following steps to be reimbursed for eligible travel expenses:

Within fifteen (15) business days (unless otherwise advised for year-end) after returning from all overnight and any individual daytime travel, **employees must complete the Travel Expense Reimbursement Form and obtain the approval of the Elected Official or Department Director.** The form should be entered into the County's ERP system for record keeping for final approval and reimbursement by the County Auditor's Office. To comply with IRS rules, the reimbursement will be considered **taxable income** if submitted after 60 days to comply with the IRS's Accountable Plan criteria for not being claimed within a "*reasonable period of time.*"

The **Travel Expense Reimbursement Form** must be **completed in full** and include all of the following information: dates of travel, travel destination and purpose of trip, **time of departure and return, itemized list of all travel expenses** – transportation, lodging, meal, and other travel expenses, listed separately for each day, and log of miles driven for personal vehicle usage. A sample filled-in Travel Expense Reimbursement Form is located in the appendix.

Employees must also submit receipts (except personal meals) as backup for all itemized travel expenses. **The receipts should be taped (not stapled) on bland 8 ½ x 11 sheets** to ensure clean scans by the department. The receipts should be listed in chronological order and should easily reconcile to the amounts listed on the Travel Expense Reimbursement Form. The receipts must be submitted together with the Travel Expense Reimbursement Form.

For mileage reimbursement for personal vehicle usage, employees must submit either a mileage log of actual mileage driven during approved travel or by printing the route information from an online mapping application, such as Google Maps or MapQuest. The Auditor's Office will update the Travel Expense Reimbursement Form annually with the current IRS mileage rate during January of each year. Employees should verify that they are using the current form with the correct mileage rate.

If **receipts are lost or not available**, employees must fill out the **Lost/Unavailable Receipt Reimbursement Form** in lieu of submitting an receipt.

If a **conference, seminar, training**, etc. was attended, a copy of the **event brochure** or other general information about the event **must be attached**, if available.

For **non-employees** who operate under a contractual agreement, **the section of the contract that covers travel must be attached** to the Travel Expense Reimbursement Form.

When an employee makes an **authorized travel purchase** (as shown in section H) with personal funds, the sale is taxable even if the purchase is for official County business. The employee will be reimbursed for the expense and the taxes paid by the employee are eligible for reimbursement on the employee's expense report.

III. Business Expense Policy

A. Overview

The purpose of this section is to define business expenses and to explain the related policies and reimbursement procedures. Elected Officials/Department Directors and employees must exercise prudent judgement and make decisions concerning the necessity for the expenditure when incurring any costs that are allowable under this section of the policy. Any questions concerning applicability should be directed to the County Auditor or County Administration in advance.

Business Expenses – Expenses incurred by employees that are **ordinary** and **necessary** and directly related to or associated with official County business. Business expenses must be reasonable and not lavish or extravagant (as determined by the County Auditor) and must be substantiated by adequate documentation.

The County's Purchasing Ordinance (the Champaign County Purchasing Policy – Rules, Regulations, and Procedures for Purchasing) applies to all contracts for the procurement of goods, supplies, equipment, services, construction, and professional services. In general, the Purchasing Ordinance specifies that, in most cases, purchases over **\$30,000** require formal sealed bids, purchases between **\$10,000** and **\$30,000** require three (3) quotes from the purchasing department, and purchases under **\$10,000** can be made at the discretion of the Elected Official or Department Director. **All business expenses incurred under this policy must also be in compliance with the Purchasing Ordinance.** Please refer to the Ordinance for specific details.

In general, **purchases submitted for reimbursement as business expenses should be under the \$10,000 threshold**, while purchases over **\$10,000** should include obtaining quotes or bids as required by the Purchasing Ordinance and be entered as a Requisition and funds encumbered/converted to Purchase Order status before order is placed.

In most cases, business expenses should be billed direct to the County or paid by County credit card. When employees initially pay for business expenses with personal funds or personal credit cards the County will then reimburse employees for all eligible business expenses. See Section E for more information on the reimbursement process.

Sales Tax Exemption

The County is **exempt from paying sales tax** on the purchase of certain goods. Therefore, the County will **not reimburse employees for any sales tax paid** on the purchase of eligible business expenses. Employees are responsible for using the County's sales tax exemption when initially paying for business expenses with personal funds or personal credit cards. Please contact the County's Auditor's Office and ask for the **current Tax Exemption Letter** (available upon request from the Auditor's Office) before purchasing business expenses in which a vendor may charge sales tax.

B. Business Meals

The Policy on business meals is derived directly from IRS regulations regarding the taxability of meals to employees.

All business meals must be **ordinary and necessary** and **directly related to or associated with official County business**. Business meals must be **reasonable** and **not lavish or extravagant (as determined by the County Auditor)**.

Business meals are not to be confused with meals associated with overnight travel or daytime travel outside of Champaign County, which is described in the travel expense section.

Tips will be reimbursed up to a maximum of 20%. Employees are responsible for any tips in excess of 20%.

Alcohol will not be reimbursed under any circumstances. If an employee chooses to purchase alcohol with a meal, it must be deducted from the bill, along with the related portion of tax and tip, when the employee submits the meal for reimbursement.

Elected Officials and Department Directors must **approve** all business meals and **ensure** that they conform to the Policy.

To qualify for reimbursement as a business meal, the meal must meet one of the three (3) specific types listed below. If a meal does **not** meet any of the three types listed below, the meal would be considered additional compensation and represent taxable income to the employee, and is accordingly **not eligible for reimbursement** under the Policy.

Type 1 – Meals Provided on the County’s Business Premises and for the County’s Convenience

In order for meals to be eligible for reimbursement under this category, they must meet **both** of the following conditions:

1. The meal is provided **on the County’s business premises**, which means a location where the County conducts a significant portion of business or where the employee conducts a significant portion of their duties.
2. The meal is provided **for the convenience of the County**. Meals are considered to meet this criterion if they meet **any** of following scenarios:
 - a. The nature of the business requires (not merely a preference) short lunch periods.

Example: Meals are furnished by a department that experiences high customer demand during the lunch hour at certain times during the year and establishes a short meal period during this busy time to meet this need (not to allow the employee to leave earlier).

Also, meals in this category must be provided for a “non-compensatory” reason; that is, the intention is not to provide additional pay for the employee.

Meals that are provided to **improve general morale or goodwill** are **not** reimbursable under this category.

Example: A department director purchases a meal for her entire office, in an effort to promote goodwill and boost general morale. **The meal is not reimbursable under this category** and should be paid for by personal funds of the department director.

Type 2 – De Minimis Meals

De Minimis meals are meals that are provided for employees that meet **all** of the following three conditions:

1. **Occasional Basis** – The meal is **not** provided regularly or frequently.
2. **Provided for Overtime Work** – Overtime work necessitates an extension of the employee's normal work schedule.
3. **Enables Overtime Work** – The meal is provided to enable the employee to work overtime.

The following examples are designed to help clarify which meals qualify for this category.

Example: An important vehicle breaks down and two employees are required to work overtime to make repairs. After working their regular 7.5-hour shift, the employees break for dinner because they still need to work another 3 hours to complete the repairs. The employees' supervisor orders pizza for the employees for dinner. **The meal qualifies as a reimbursable de minimis meal**, because it was provided to permit the employees to work overtime in a situation that is not routine.

Example: County attorneys have to, infrequently, attend a mandatory in-office training and due to busy trial schedules and conflicting court obligations the only feasible time the group can meet is over the lunch hour, and the Department provides pizza so that the training can begin immediately and utilize the entire hour.

Type 3 – Meals with Individuals Outside the County Organization

A meal may only qualify for this category if it involves employees or other County officials **and** individuals outside the County organization (such as clients, vendors, or other individuals) that have some business relationship with the County. A meal attended **only** by employees and/or other County officials **does not** qualify under this category.

Another principal condition is that the meal must **directly relate to County business** and include a **substantial business discussion**. There must also be a **justifiable need** to conduct the business meal, such as the amount of business to be conducted and a limited amount of available time or for other valid reasons.

Meals submitted for reimbursement under this category must include a description of the business discussed during the meal, names and positions of those in attendance, and the reason(s) why the business meal was necessary.

The following examples are designed to help clarify which meals qualify for this category.

Example 1: The County hired an outside consultant to assist with the implementation of a new software program. The outside consultant is based in California and traveled to Champaign for one day to complete the implementation. An employee is assigned to work with the consultant on the software implementation. After

working on the implementation all morning, the consultant and the employee believe that they will complete the project in the afternoon but agree that they need to discuss several issues over lunch. The employee's department director approves the employee to conduct a business lunch with the consultant. Because there was a justifiable need for the business meeting, **the meal is reimbursable under this category.**

Example 2: An employee goes to lunch with a colleague who works for a local municipality. While at lunch, the individuals discuss several topics, including some business issues that each is dealing with individually. The employee and the colleague do not have direct business with each other. Since the meeting did not directly relate to County business and since there was no justifiable need for a business lunch, **the meal is not reimbursable.**

Example 3: The same employee from example 2 goes to lunch with the finance director for another County. The individuals discuss an existing business project between the two counties. Because of scheduling difficulties, there was a justifiable need for the business meal. Therefore, **this meal is reimbursable under the policy**, if approved by the employee's Elected Official or Department Director.

Required Documentation – Business Meals

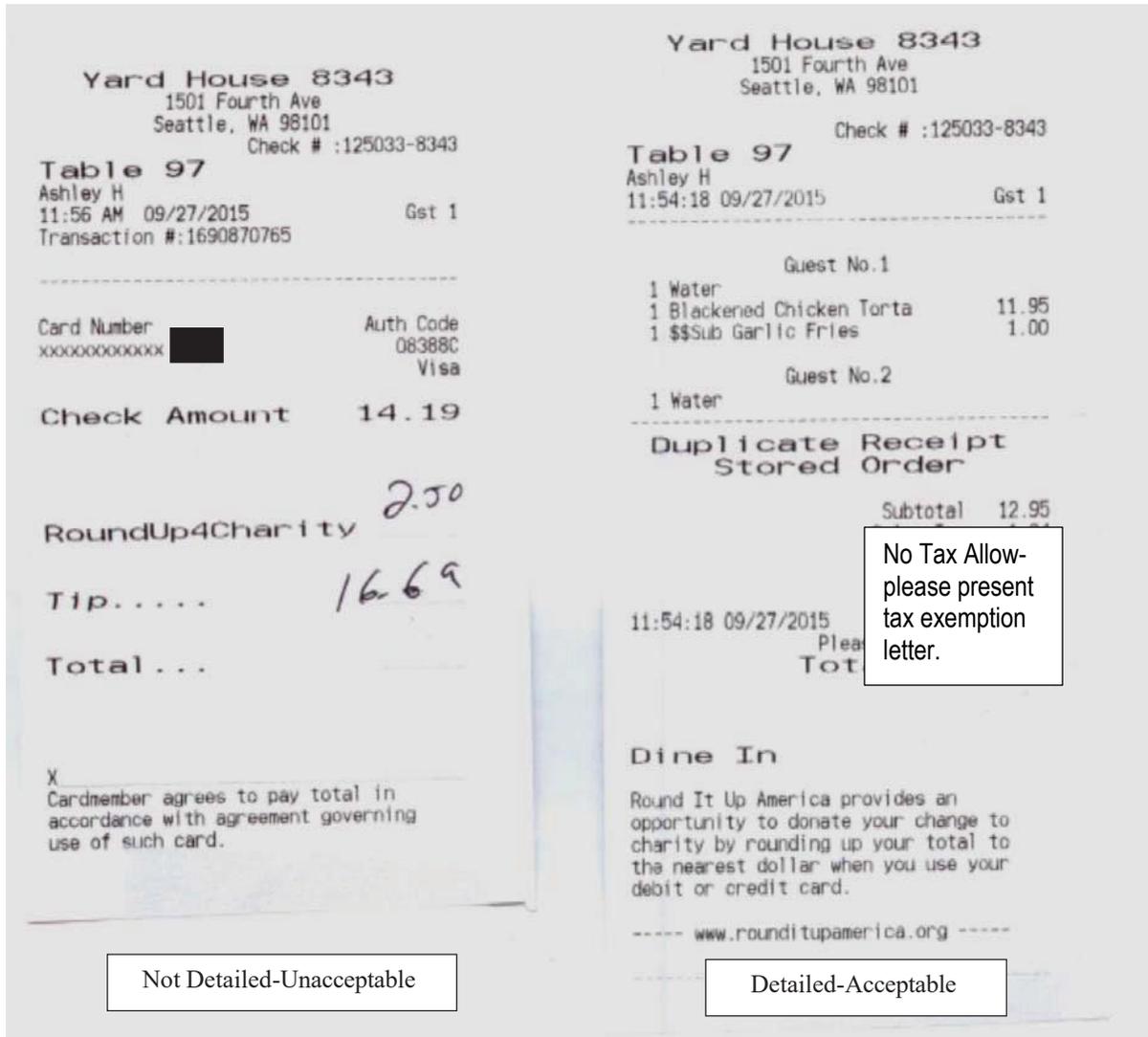
Employees must obtain detailed receipts for all approved business meals. The receipt must include the date, time, location, and itemized list of food and beverage purchased.

Employees must also submit documentation that lists **the names of all employees and other individuals that attended the business meal, the County business discussed at the meal, and the reason why the business meal was needed.**

When a business meal is submitted for reimbursement on the Business Expense Form, the employee must indicate which type of business meals (1, 2, or 3), as defined in the policy, is being claimed.

The County will reimburse for business meals that conform to the Policy and are approved by the Elected Official or Department Director and the County Auditor.

Sample of receipts. The receipt on the left is a credit card receipt which is not valid alone. Ideally, the credit card receipt will be submitted as well as the itemized receipt on the right (which is required).



C. Other Business Expenses

Use of Personal Vehicle

Employees that use their personal vehicle in the performance of their duties may be reimbursed for actual mileage driven.

The policy for the reimbursement of mileage for personal vehicle usage is located in the Travel Expense Section of the Policy.

Employee-Related Business Expenses

There are limited instances in which employee-related business expenses will be reimbursed under the policy, as follows:

Only the following items are eligible for reimbursement under the policy:

- **Retirement gift** (e.g., plaque) and/or refreshment (e.g., sheet cake and supplies) for an employee who has **over 10** years of service with the County and is a nominal cost. Any costs above these nominal items should not be turned in for reimbursement and/or charged. Questions on cost/items to be purchased can be addressed in advance to the County Auditor/County Administrator.
- **Flowers, upon the death of an employee or employee's immediate family** – defined as a person's spouse, or child. The invoice being paid should indicate the employee's name and relationship of the person being remembered – and will be expended from the department's budget.

The following items are **not** eligible for reimbursement under the Policy:

- Gifts and/or snacks and refreshments for the **retirement** of an employee who has **less than 10** years of service with the County (or for any other employee departure).
- Gifts for employees.
- Birthday, wedding, baby shower, anniversaries or any other personal celebrations.
- Social gatherings or events.
- Any other employee-related business expense not considered as a reasonable or necessary expense for the business of the County. *This is determined by the County Auditor and/or County Administration and the decision is appealable to the Policy, Personnel and Appointments Committee.*

The above items are considered to be personal in nature and should be paid for with personal funds.

All eligible expenses in this category must be reasonable and not lavish or extravagant (as determined by the County Auditor) and be approved in advance by the Elected Official or Department Director. Care should be exercised to avoid impropriety or the appearance of impropriety. While this Policy has made every effort to address eligible and non-eligible business expenses, no set of policies or procedures can cover all events and contingencies. Questions should be directed to County Administration or the Auditor's Office in advance of items being considered for purchase if the Elected Official or Department Director are unsure of the expenditure's reimbursement.

Office-Related Business Expenses

Office-related expenses that are not purchased through the standard purchasing process are eligible for reimbursement as business expenses. Examples include water, coffee, and small office equipment, such as microwaves or fans, if for the common use of employees and to increase workplace efficiency.

Professional-Related Business Expenses

Professional-related business expenses are reimbursable if they benefit an employee's work for the County. Examples include dues for a professional organization, professional license fees, and other costs. All professional-related business expenses should be approved by the Elected Official or Department Director.

Other Business Expenses

All other business expenses should follow the general guidelines outlined at the beginning of this section. To be eligible for reimbursement, business expenses must be ordinary and necessary and directly related to or associated with official County business. Business expenses must be reasonable and not lavish or extravagant (as determined by the County Auditor) and must be substantiated by adequate documentation. All business expenses incurred under this policy must also be in compliance with the Purchasing Ordinance.

D. Eligible and Ineligible Business Expense Summary

Eligible Business Expenses:

- Meals that meet the Policy's definition of a business meal
- Personal vehicle usage – mileage for approved overnight or daytime travel
- **Retirement gifts** (e.g., plaque) and/or refreshments (nominal cake) for an employee who has **over 10** years of service with the County
- Flowers, upon the death of an employee or employee's immediate family
- Water/coffee/tea or similar low-cost beverages of like kind, if available for all department employees
- Small office equipment, such as microwaves or fans, if for the common use of employees and to increase workplace efficiency.
- Professional membership dues, if beneficial to the employee's work for the County

Ineligible Business Expenses:

- ⊗ Meals that don't meet the Policy's definition of a business meal
- ⊗ Gifts for employees
- ⊗ Flowers or expenditures for birthdays, weddings, baby showers, etc.
- ⊗ Social gatherings or events
- ⊗ Political-related expenses or charitable contributions
- ⊗ Membership dues for other organizations, such as Kiwanis, Rotary, etc.
- ⊗ Any other business expense not considered as reasonable or necessary – as determined by the County Auditor and/or County Administration. Such decision is appealable to the Policy, Personnel and Appointments Committee.

E. Reimbursement for Business Expenses

Employees must complete the following steps to be reimbursed for eligible business expenses:

Within twenty-five (25) business days of incurring eligible business expenses, **employees must complete the Business Expense Reimbursement Form**, obtain the signature of the Elected Official or Department Director, and forward the form to the County Auditor's Office for final approval and reimbursement.

The **Business Expense Reimbursement Form** must be **completed in full** and include all of the following information: date, itemized list of all business expenses, description of business expenses, and Performance Series account coding information. A sample filled-in Business Expense Reimbursement Form is located in the appendix.

For business meals, employees must also submit list the names of all employees and other individuals that attended the business meal, the business discussed at the meal, and the reason why the business meal was needed. The employee must also indicate which type of business meals (Type 1, 2, or 3), as defined in the policy, is being claimed.

Employees must also submit detailed receipts as backup for all itemized business expenses. The receipts should be scanned into the County's ERP system for record keeping. The receipts should be listed in chronological order and should easily reconcile to the amounts listed on the Business Expense Reimbursement Form. The receipts must be submitted together with the Business Expense Reimbursement Form.

For mileage reimbursement for personal vehicle usage, see the Travel Expense section. Employees need to fill out the **Travel Expense Reimbursement Form** for all mileage reimbursement for personal vehicle usage.

If **receipts are lost or not available**, employees must fill out the **Lost/Unavailable Receipt Reimbursement Form** in lieu of submitting an receipt. If an employee has an excessive number of lost receipts turned in for reimbursement, the Elected Official/Department Director will be contacted.

Appendix A

Travel & Business Expense Forms - Blank

1. Travel / Business Expense Reimbursement Form A-1
2. Travel Advance Request Form A-2
3. Lost/Unavailable Receipt Form A-3

A-2 Travel Advance Request Form

Champaign County – Request for Advance Travel Expense

Date: _____ Department: _____

Employee Name: _____

Name of Conference or Purpose of Meeting
Location of Conference or Meeting (City / State)

Conference or Meeting Dates		Travel Dates (If Different)	
From (MM/DD/YY)	To (MM/DD/YY)	From (MM/DD/YY)	To (MM/DD/YY)

Amounts Requested:

Per Policy, the amount will be limited to 100% of the reasonable estimated costs for the travel for transportation, meals, and accommodations.

Transportation Fare Estimate

Mileage _____ miles x \$ _____ Per mile \$0
 Mileage reimbursement for personal vehicles only

Airfare \$ _____

Meals and Incidentals (not to exceed maximums per meal x # of days)

Breakfast	x	\$ _____	per diem	\$0
Lunch	x	\$ _____	per diem	\$0
Dinner	x	\$ _____	per diem	\$0
Incidental	x	\$ _____	per diem	\$0

Lodging \$ _____
 (does hotel provide breakfast?) Yes No

Other – Specify: _____ \$ _____
 _____ \$ _____
 _____ \$ _____

Total \$0

By signing below, I (1) Acknowledge that the requested amount is an advance payment for expenses related to attendance at the above stated function. (2) Agree to submit within 15 days from my return, a final report by completing the Champaign County Travel-Expense Form, along with all required receipts and conference schedule for authorized expenditures. In addition, I will refund any advanced funds not used. Failure to return these unexpended funds will result in the total amount of the advance being deducted from my payroll wages.

Employee Signature / Date: _____

Supervisor Approval / Date: _____

A – 3 Lost/Unavailable Receipt Form

Lost / Unavailable Receipt Form Champaign County

Date of Expenditure: _____ Amount: \$ _____

Place / Location / Website: _____

Reason for Expenditure: _____

Reason for no receipt being obtained: _____

Department: _____

A separate form is needed for each lost / unavailable receipt.

I, the undersigned, swear the above expense information is accurate and was incurred due to work related activities. I, the undersigned, swear that the above expenses DO NOT include any alcohol.

Signature: _____

Date: _____

This form must accompany the "Travel-Expense Form" or statement that receipts are missing from.

The Auditor's office may have additional questions on a case-by-case basis.

For any lost receipt over \$20 purchased on personal credit card please show copy of credit card statement or print from card issuers website of purchase.

Appendix B

Example of Completed Travel & Business Expense Forms

1. Travel / Business Expense Reimbursement Form.....B-1
2. Travel Advance Request FormB-2
3. Travel / Business Expense Reimbursement Form with
Travel Advance.....B-3
4. Lost/Unavailable Receipt FormB-4

B - 2

Travel Advance Request Form

Champaign County – Request for Advance Travel Expense

Date: August 15, 2022 Department: CCSO

Employee Name: John Smith

Name of Conference or Purpose of Meeting				
Rapid Deployment Training				
Location of Conference or Meeting (City / State)				
Carlinville, Macoupin Co, IL				
Conference or Meeting Dates			Travel Dates (if Different)	
From (MM/DD/YY)	To (MM/DD/YY)		From (MM/DD/YY)	To (MM/DD/YY)
8/22/22	8/25/22		8/21/22	8/25/22

Amounts Requested:
 Per Policy, the amount will be limited to 100% of the reasonable estimated costs for the travel for transportation, meals, and accommodations.

Transportation Fare Estimate

Mileage _____ miles x \$ _____ Per mile \$ 0
 Mileage reimbursement for personal vehicles only
 Airfare \$ _____

Meals and Incidentals (not to exceed maximums per meal x # of days)

Breakfast	_____	x	\$ _____	per diem	\$ 0
Lunch	4	x	\$ 15.00	per diem	\$ 60
Dinner	5	x	\$ 26.00	per diem	\$ 130
Incidental	5	x	\$ 5.00	per diem	\$ 25

Lodging (does hotel provide breakfast?) Yes No \$ 1152.60

Other – Specify:

Parking \$ 10.00
 _____ \$ _____
 _____ \$ _____
Total \$ 1377.6

By signing below, I (1) Acknowledge that the requested amount is an advance payment for expenses related to attendance at the above stated function. (2) Agree to submit within 15 days from my return, a final report by completing the Champaign County Travel-Expense Form, along with all required receipts and conference schedule for authorized expenditures. In addition, I will refund any advanced funds not used. Failure to return these unexpended funds will result in the total amount of the advance being deducted from my payroll wages.

Employee Signature / Date: John Smith 8/15/22

Supervisor Approval / Date: Supervisor Signature 8/17/22

B - 4 Lost/Unavailable Receipt Form

Lost / Unavailable Receipt Form Champaign County

Date of Expenditure: 10/15/22 Amount: \$ 12.37

Place / Location / Website: Walmart

Reason for Expenditure: needed batteries while off-site

Reason for no receipt being obtained: lost

Department: Auditor

A separate form is needed for each lost / unavailable receipt.

I, the undersigned, swear the above expense information is accurate and was incurred due to work related activities. I, the undersigned, swear that the above expenses DO NOT include any alcohol.

Signature: Jane Doe

Date: 10/18/22

This form must accompany the "Travel-Expense Form" or statement that receipts are missing from.

The Auditor's office may have additional questions on a case-by-case basis.

For any lost receipt over \$20 purchased on personal credit card please show copy of credit card statement or print from card issuers website of purchase.

RESOLUTION NO. 2022-256

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CHAMPAIGN, THE CITY OF URBANA & CHAMPAIGN COUNTY FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM

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 Edward Byrne Memorial Justice Assistance Grant Program (hereinafter “JAG”) is a partnership among the federal, state, and local governments to create safer communities by improving the functioning of the criminal justice system; and

WHEREAS, The County of Champaign, the City of Champaign and the City of Urbana desire to apply for JAG funds to fund individual projects in Champaign County, the City of Champaign and the City of Urbana; and

WHEREAS, An intergovernmental agreement between County of Champaign, the City of Champaign and the City of Urbana 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 Executive to enter into an intergovernmental agreement on behalf of Champaign County with the City of Champaign and the City of Urbana for the Edward Byrne Memorial Justice Assistance Grant Program.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

A helicopter above Champaign County will explore an aquifer below ground

CHAMPAIGN, Ill., 11/10/22: Beginning on Nov. 19 and extending for a few weeks, Champaign County citizens will spot a curiosity flying in the sky above: a helicopter towing a large coil frame hanging from long cables. Helicopter flights are part of an Illinois State Geological Survey (ISGS) project to map and better understand the Mahomet aquifer within the county.

With funding from Champaign County, the ISGS at the University of Illinois has contracted with SkyTEM, a company that uses airborne electromagnetic technology to measure subtle changes in materials such as sand and clay and define aquifer boundaries. The coil frame extending from the helicopter creates images of the subsurface. The ISGS project team will use these images to create a 3-D picture of what the aquifer looks like down to 1,000 feet underground.

“This is a big step forward for the Champaign County community in better understanding our water resources,” said Kisa Mwakanyamale, an ISGS geophysicist. “This advanced technology is a safe and cost-effective way for Champaign County to get precision imaging below ground.”

The helicopter will fly from 100 to 150 mph in parallel lines with the frame suspended about 115 feet off the ground. It will not fly over the towns of Champaign, Urbana, or Savoy, as steel buildings interfere with the electromagnetic charge. The magnetic exposure from the equipment will not provide any safety risks to citizens.

Scientists at the ISGS and the Illinois State Water Survey have studied the Mahomet aquifer extensively at the regional level for decades to address issues such as water quality and supply. This study, however, will help fill in the gaps in understanding the geologic framework of the water resource in Champaign County, allowing researchers to provide more accurate local estimates about the aquifer’s long-term sustainability.

“This project implements rapid and state-of-the-art science-based research to resolve aquifer characteristics in three dimensions, which will ultimately help water-resource scientists improve predictions of its long-term sustainability and security,” said Jason Thomason, an ISGS geologist.

In 2017, PRI held a public workshop to discuss the current state of scientific understanding of the Mahomet aquifer and to propose new scientific strategies for future studies of the aquifer system. That same year, the Illinois General Assembly formed the Mahomet Aquifer Protection Task Force to evaluate current aquifer protection regulations and ultimately offer legislative recommendations that would ensure the aquifer’s long-term protection.

Since 2017, these events have sparked support and action by many local legislators and leaders, local water resource advocacy groups, and university and industry water science leaders to collectively pursue increased public awareness and continued support of science-based studies of the aquifer.

Chris Stohr, Champaign County Board (CCB) member, District 10, suggested this project to the CCB Democratic Caucus, as part of the American Rescue Plan that provided funds for infrastructure projects related to clean drinking water. The caucus recognized the need to ensure sustainable water resources for Champaign County and proposed \$500,000 for the study, which was unanimously approved by the County Executive and County Board.

“Potable water is vital for public health and safety and essential for agricultural and industrial economy in perpetuity,” Stohr said. “Residents of urban and rural Champaign County know that their drinking water comes from the Mahomet aquifer and that it is the sole source of water for much of East Central Illinois.”

Additional information about the ISGS project is available at <https://publish.illinois.edu/mahomet-aquifer-mapping/>.

Media contacts: Kisa Mwakanyamale, 217-265-0528, kemwaks@illinois.edu; Jason Thomason, 217-244-2508, jthomaso@illinois.edu

RESUME OF MINUTES OF REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
October 20, 2022

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, October 20, 2022, at 6:30 PM in the Shields-Carter Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with County Executive Darlene Kloeppel presiding and Angie Patton as Clerk of the meeting.

ROLL CALL

Roll call showed the following members present: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20. Absent: Cowart and Esry - 2. The following Board Members departed at the following times: Goss at 8:00PM, Harper at 8:03AM, Michaels at 8:11PM, Rodriguez at 8:18PM, and Paul at 8:20PM. County Executive Kloeppel declared a quorum present and the Board competent to conduct business.

PRAYER & PLEDGE OF ALLEGIANCE

County Executive Kloeppel read a prayer and 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 October 6, October 13, October 19, 2022.

APPROVAL OF AGENDA/ADDENDA

Executive Kloeppel motioned to move item XVII B2 to X 10C. Board Member Stohr offered a motion to approve the Agenda/Addenda with the amendment; Board Member Straub seconded. The motion carried by unanimous voice vote.

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

DATE/TIME OF NEXT MEETINGS

Standing Committees:

Champaign County Board
October 20, 2022

- A. County Facilities Committee Meeting
Tuesday, November 1, 2022 at 6:30 PM
Shields-Carter Meeting Room
- B. Environment & Land Use Committee
Thursday, November 3, 2022 at 6:30 PM
Shields-Carter Meeting Room
- C. Highway and Transportation Committee Meeting
Friday, November 4, 2022 at 9 AM
1605 E Main Street, Urbana

Committee of the Whole:

- A. Justice & Social Services; Policy, Personnel, & Appointments; Finance
Wednesday, November 9, 2022 at 6:30 PM
Shields-Carter Meeting Room

County Board:

- A. Regular Meeting and Public Hearing
Thursday, November 17, 2022 at 6:30 PM
Shields-Carter Meeting Room

PUBLIC HEARING

Board Member Michaels made a motion to conduct a public hearing concerning the intent of the County Board to sell bonds in an amount not to exceed \$20,000,000 for the purpose of constructing and equipping a jail facility next to the existing satellite jail and bonds in an amount not to exceed \$20,000,000 for the purpose of the renovating, repairing, and equipping the former County Plaza building for the relocation of various County offices. Executive Kloeppel read the notice of the hearing. Board Member Goss seconded. There was no discussion among Board Members. Motion carried by unanimous roll call vote.

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

PUBLIC COMMENT ON THE PROPOSED FY2023 PROPOSED BUDGET

None

PUBLIC PARTICIPATION

Kathy Shannon spoke in support of reproductive freedom.

Alexa Patsalis shared personal story and spoke in support of reproductive rights resolution.

Champaign County Board
October 20, 2022

Samantha Enlinger spoke in support of reproductive rights.

Jenny Putman brought treats for Board Members and spoke in support of the reproductive rights resolution.

Brea Fearon spoke in support of reproductive rights.

Tessa Kirby spoke about a property in Seymour that has animals being neglected and asked the Board to do something.

Chaundra Bishop spoke in support of reproductive rights and supports the resolution.

Mike Ingram spoke in support of the reproductive rights resolution.

PRESENTATION

FY2021 Audit – Clifton Larson Allen; Board Members Goss and Fortado thanked the auditor for getting it done on time.

Champaign County Area Rural Public Transportation System (C-CARTS) FY2022 Annual Service Report; Ms. Hutchison presented, and various Board Members asked questions.

Mahomet Aquifer Mapping Project; Ms. Mwakanyamale presented. Board Members thanked her and the Prairie Research Institute for their work on this project.

CONSENT AGENDA

Board Chair Patterson offered a motion to adopt the Consent Agenda, Board Member King seconded. The motion comprising of 13 resolutions (Nos. 2022-207, 2022-219, 2022-220, 2022-221, 2022-222, 2022-223, 2022-224, 2022-225, 2022-226, 2022-227, 2022-228, 2022-229, 2022-230), carried by unanimous roll-call vote.

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

COMMUNICATIONS

Board Member Summers is working on honoring long serving Board Member Cowart by naming the County Highway building after her.

Board Member Stohr called to attention the \$245,000 ARPA funding for cover crops.

Champaign County Board
October 20, 2022

Board Member McGuire commented about attending the public test for the 2022 Midterm General Election and that everything worked the way it was supposed to and there were no issues.

Board Member Straub commented on the 12-year-old youth who was shot due to gun violence and is glad the County Board supports gun violence prevention.

APPROVAL OF MINUTES

Board Member Thorsland offered a motion to approve the minutes of the Regular Meeting of the County Board of September 22, 2022; Board Member Goss seconded. The motion carried by unanimous voice vote.

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

STANDING COMMITTEES

- A. County Facilities
Summary of Action Taken October 4, 2022 Meeting
- B. Environment and Land Use Committee
Summary of Action Taken October 6, 2022 Meeting

AREAS OF RESPONSIBILITY

Summary of Action Taken October 11, 2022 at Committee of the Whole Meeting (Justice & Social Services; Finance, Policy, Personnel, & Appointments)

Policy, Personnel, & Appointments

Board Member Stohr offered a motion for Adoption of Resolution No. 2022-231 appointing Jacob Paul to the Sangamon Valley Public Water District, term 12/1/2022-5/31/2027. Board Member Summers seconded. Motion carried by voice vote.

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

Champaign County Board
October 20, 2022

Board Member Stohr offered a motion for Adoption of Resolution No. 2022-232 declaring Joseph R. Biden unequivocally won the 2020 presidential election. Board Member King seconded. Various Board Members discussed whether this should be on the agenda. Several Board Members stated it was important as there are still people denying Joe Biden won. Motion carried by roll call vote.

Yeas: Lokshin, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Carter, Fortado, King, and Patterson – 14.

Nays: McGuire, Michaels, Passalacqua, Wolken, and Goss – 5

Board Member Stohr offered a motion for Adoption of Resolution No. 2022-233 declaring Champaign County a Champion of Reproductive freedom. Board Member Lokshin seconded. Various Board Members discussed opposition and support for the resolution. Motion carried by roll call vote.

Yeas: Lokshin, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Carter, Fortado, King, and Patterson – 14.

Nays: McGuire, Michaels, Passalacqua, Wolken, and Goss – 5

OLD BUSINESS

Board Member Stohr offered a motion for adoption of Resolution No. 192 appointing Deb Griest to the Beaver Lake Drainage District, term ending 8/31/2025. Board Member Michaels seconded; motion carried by voice vote.

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

NEW BUSINESS

Board Member Fortado offered an omnibus motion for adoption of Resolution 2022-234, authorizing purchases not following policy and 2022-235 authorizing payment of claims. Board Member Williams seconded; motion carried by voice vote.

Champaign County Board
October 20, 2022

Yeas: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20.

Nays: None

Board Member Taylor offered an omnibus motion for adoption of Resolution No. 2022-236 authorizing execution and amendment of Downstate Operating Assistance Agreement and Resolution No.2022-237 authorizing execution and amendment of Federal 5311 Grant Agreement. Board Member Summers seconded. Motion carried by voice vote.

Yeas: Harper, King, Lokshin, McGuire, Passalacqua, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Carter, Goss and Patterson – 17

Nays: none

Board Member Summers offered a motion for adoption of Resolution No. 2022-238 authorizing the Champaign County Executive to execute an agreement between the County and the East Central Illinois Building and Construction Trades Council regarding a project labor agreement for the County Plaza Renovation project. Vanichtheeranont seconded and motion carried by voice vote.

Yeas: Harper, King, Lokshin, McGuire, Passalacqua, Rodriguez, Stohr, Straub, Summers, Taylor, Thorsland, Vanichtheeranont, Williams, Carter, and Patterson – 15

Nays: none

DISCUSSION/INFORMATION ONLY

Update on National Opioid Settlement, various Board Members discussed the parameters of the settlement. Board Chair Patterson suggested CUPH should be involved in the discussions on how to spend.

American Rescue Plan Act update, various Board Members discussed what was left to spend and what the priorities might be. Board Members expressed an interest in moving forward with Habitat for Humanity project. Other projects would be decided on later.

RECESSED

County Executive Kloeppel recessed the meeting at 8:34 PM.

Champaign County Board
October 20, 2022

A handwritten signature in black ink that reads "Aaron Ammons". The signature is written in a cursive style with a large initial 'A'.

Aaron Ammons, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois

RESUME OF MINUTES OF THE CHAMPAIGN
COUNTY BOARD TRUTH IN TAXATION – PUBLIC HEARING, CHAMPAIGN
COUNTY, ILLINOIS
October 20, 2022

The County Board of Champaign County, Illinois met at a Truth in Taxation Hearing, Thursday, October 20, 2022, at 6:15 PM in the Shields-Carter Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with County Executive Darlene Kloeppel presiding and Angie Patton as Clerk of the meeting.

ROLL CALL

Roll call showed the following members present: Lokshin, McGuire, Michaels, Passalacqua, Paul, Rodriguez, Stohr, Straub, Summers, Taylor, Thorstrand, Vanichtheeranont, Williams, Wolken, Carter, Fortado, Goss, Harper, King, and Patterson – 20. Absent: Cowart and Esry - 2. County Executive Kloeppel declared a quorum present and the Board competent to conduct business.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in the *News Gazette* on October 13, 2022.

EXPLANATION OF PROPOSED INCREASE

County Finance Director, Tami Ogden presented the explanation of the proposed increase.

PUBLIC COMMENT

None

RECESSED

County Executive Kloeppel closed the hearing and recessed the meeting at 6:20



Aaron Ammons, Champaign County Clerk
and ex-Officio Clerk of the Champaign County Board
Champaign County, Illinois



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE AGENDA**
County of Champaign, Urbana, Illinois
Tuesday, November 1, 2022, at 6:30p.m.
Shields-Carter Meeting Room
Brookens Administrative Center
1776 E. Washington St., Urbana, IL 61802

Agenda

Action

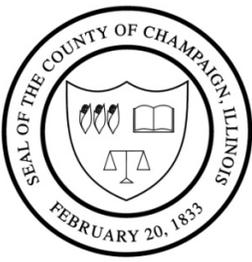
- | | |
|---|-------------------------------|
| I. Call to Order and Roll Call | 6:35 p.m. (6 members present) |
| II. Approval of Agenda/Addenda | Approved |
| III. Approval of Minutes – October 4, 2022 | Approved |
| IV. Public Participation | None |
| V. Communications | None |
| VI. New Business | |
| A. Final Update on ITB#2021-003 Satellite Jail HVAC Replacement | Discussion |
| B. Final Update on emergency purchase and installation of new chiller at ILEAS | Discussion |
| C. Update on ITB #2022-009 Satellite Jail Consolidation – Reifsteck Reid Architecture | Discussion |
| D. Update on ITB #2022-008 County Plaza Renovation Project – Bailey Edward Design – Karla Smalley | Discussion |
| E. Update on ITB#2022-007 County Plaza Parking Deck Renovation | Discussion |
| VII. Other Business | None |
| VIII. Presiding Officer’s Report | |
| A. Future Meeting – January 3, 2023 @ 6:30pm | |

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

None

X. Adjournment

The meeting adjourned at
6:54 p.m.



CHAMPAIGN COUNTY BOARD
ENVIRONMENT and LAND USE COMMITTEE Action Plan
Summary of Action Taken at the November 3, 2022 Meeting

Members Present: Aaron Esry, Mary King, Kyle Patterson, Jacob Paul, Chris Stohr and Eric Thorsland
Members Absent: Stephanie Fortado

Agenda

Action

- | | | |
|-------|--|--|
| I. | Call to Order | 6:32 p.m. |
| II. | Roll Call | 6 members present |
| III. | Approval of Agenda/Addendum | Approved |
| IV. | Approval of Minutes | |
| | A. October 6, 2022 – Regular Meeting | Approved with slight revision |
| V. | Public Participation | Anthony Grilo, Rantoul Solar Array |
| VI. | Communications | Mr. Stohr and Mr. Thorsland shared communications with the committee |
| VII. | <u>New Business: Items for Information Only</u> | |
| | A. Illinois Environmental Protection Agency Notice of Application for Renewal for Federally Enforceable State Operating Permit (FESOP)#07060057 for Clifford-Jacobs Forging company located at 2410 North 5 th Street, Champaign, IL. | Information Only |
| VIII. | <u>New Business: Items to Receive and Place on File by ELUC to Allow a 30-Day Review Period</u> | |
| | A. Zoning Case 058-AT-22. An Omnibus Text Amendment to amend the Champaign County Zoning Ordinance to update material management/solid waste related uses as described generally in the legal advertisement. | Zoning Case 058-AT-22, an Omnibus Text Amendment was received and placed on file for a 30-day review period. |
| IX. | <u>New Business: Items to Be Approved by ELUC</u> | |
| | A. Recreation & Entertainment License. Taylor Feldkamp for Demo Derby at the Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana. 4/21/23-4/22/23. | Omnibus motion to Approve items IX. A., B., and C. passed unanimously |
| | B. Annual Renewal of Recreation & Entertainment License. Hudson Farm Wedding & Events, LLC, 1341 CR1800E, Urbana, IL 61802. 01/01/23 – 12/31/23. | |

**CHAMPAIGN COUNTY BOARD
ENVIRONMENT and LAND USE COMMITTEE (ELUC)
November 3, 2022 Action Plan**

- C. **Annual Hotel/Motel License.** Urbana Motel Inc. dba Motel 6 at 1906 North Cunningham Avenue, Urbana for 01/01/23 – 12/31/23.

X. New Business: Items to be Recommended to the County Board

- A. **Zoning Case 062-AM-22.** A request by Anthony Donato, via IAG Investments LLC – Rantoul, d.b.a. Donato Solar-Rantoul LLC, to amend the Zoning Map to change the zoning district designation from the AG-1 Agriculture Zoning District to the AG-2 Agriculture Zoning District in order to allow a data center as a Special Use in related Zoning Case 063-S-22 and a PV solar array as a second principal use as a proposed County Board Special Use Permit in related case 064-S-22 on a 14.77-acre tract in the North Half of the Southwest Quarter of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian in Rantoul Township.

****RECOMMEND COUNTY BOARD
APPROVAL of a resolution approving
Zoning Case 062-AM-22***

- B. **Zoning Case 064-S-22.** A request by Anthony Donato, via IAG Investments LLC Rantoul, d.b.a Donato Solar-Rantoul LLC, to authorize a PV SOLAR ARRAY with a total nameplate capacity of 5 megawatts (MW), including access roads and wiring, as a second principal use as a County Board Special Use Permit, subject to the rezoning to the AG-2 Agriculture Zoning District in Case 062-AM-22, on a 14.77-acre tract in the North Half of the Southwest Quarter of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian in Rantoul Township and including the following waivers of standard conditions (other waivers may be necessary):
Part A: A waiver for not providing a Decommissioning and Site Reclamation Plan that includes cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.

****RECOMMEND COUNTY BOARD
APPROVAL of a resolution approving
Zoning Case 064-S-22***

Part B: A waiver for locating the PV SOLAR ARRAY less than one-half mile from an incorporated municipality and within the contiguous urban growth area of a municipality per Section 6.1.5 B.(2)a.

Part C: A waiver for locating 235 feet from a non-participating existing dwelling on a lot that is more than 10 acres in area in lieu of the minimum required separation of 255 feet between the solar farm fencing and the dwelling, per Section 6.1.5 D.(3)b.

**CHAMPAIGN COUNTY BOARD
 ENVIRONMENT and LAND USE COMMITTEE (ELUC)
 November 3, 2022 Action Plan**

Part D: A waiver for a separation distance of 165 feet between the solar inverters and the perimeter fence in lieu of the minimum required 275 feet, per Section 6.1.5 D.(6).

C. Decommissioning and Site Reclamation Plan and noise Study for Zoning Case 064-S-22.

A Request by Anthony Donato, via IAG Investments LLC – Rantoul, d.b.a. Donato Solar- Rantoul LLC, to approve the Decommissioning and Site Reclamation Plan and the Noise Study for the PV SOLAR ARRAY in Zoning Cases 064-s-22 with a total nameplate capacity of 5 megawatts (MW), including access roads and wiring, subject to the approval of Zoning Case 064-S-22 and subject to the rezoning in Case 062-AM-22, on a 14.77-acre tract in the North Half of the Southwest Quarter of Section 10, Township 21 North, Range 9 East of the Third Principal Meridian in Rantoul Township.

****RECOMMEND COUNTY BOARD APPROVAL of a resolution approving Zoning Case 064-S-22***

- | | |
|--|---|
| <ul style="list-style-type: none"> XI. Other Business <ul style="list-style-type: none"> A. Monthly Reports <ul style="list-style-type: none"> 1. June 2022 XII. Chair’s Report XIII. Designation of Items to be Placed on the Consent Agenda XIV. Adjournment | <p>Accepted and Placed on File.</p> <p>None</p> <p>Items X. A., B., and C.</p> <p>7:25 p.m.</p> |
|--|---|

****Denotes inclusion on the Consent Agenda***

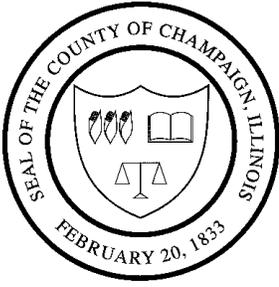


**CHAMPAIGN COUNTY BOARD
HIGHWAY & TRANSPORTATION COMMITTEE**
Summary of Action Taken at the November 4, 2022 Meeting

MEMBERS PRESENT: Lorraine Cowart (Chair), Samantha Carter, Jim McGuire, Diane Michaels,
Brad Passalacqua, Jennifer Straub
MEMBERS ABSENT: Wayne Williams

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	9:12 AM
II. Roll Call	6 Committee members present, 1 member absent
III. Approval of Agenda/Addenda	Approved
IV. Approval of Minutes – September 9, 2022	Approved
V. Public Participation	None
VI. Communications	None
VII. County & Township Motor Fuel Tax Claims- August, September, & October 2022	Received and placed on file
VIII. Resolution Appropriating County Motor Fuel Tax Funds for County Road Maintenance Section #23-00000-00-GM	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating County Motor Fuel Tax Funds for County Road Maintenance Section #23- 00000-00-GM</i>
IX. Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the Period from January 1, 2023 thru December 31, 2023	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the Period from January 1, 2023 thru December 31, 2023</i>
X. Resolution for Contract Award Authority Township Aggregate	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution for Contract Award Authority Township Aggregate</i>
XI. FY 2023 Budget Review	Information Only
XII. Other Business	None
XIII. Chair's Report	None
XIV. Designation of Items to be Placed on the Consent Agenda	VIII thru X
XV. Adjournment	9:50 AM

****Denotes Inclusion on the Consent Agenda***



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

Finance/ Policy, Personnel, & Appointments/Justice & Social Services Action Plan

County of Champaign, Urbana, Illinois

Wednesday, November 9, 2022 at 6:30 p.m.

Shields-Carter Meeting Room

Brookens Administrative Center

1776 East Washington Street, Urbana, Illinois

Agenda Items

Action

- | | |
|--|---|
| I. <u>Call to Order</u> | 6:30 p.m. |
| II. <u>Roll Call</u> | 18 members present |
| III. <u>Approval of Agenda/Addenda</u> | Approved |
| IV. <u>Approval of Minutes</u>
A. October 11, 2022 – Regular Meeting | Approved |
| V. <u>Public Participation</u> | Bryan Schluter |
| VI. <u>Communications</u>
A. Champaign County Juvenile Detention Center Out-of-County Boarding | Information only |
| VII. <u>Policy, Personnel, & Appointments</u>
A. County Executive
1. Gallagher – Workforce Study
a. Recommendation to adopt a Workforce Plan
2. Monthly HR Report – October 2022
3. Appointments/Reappointments (<i>italics indicates incumbent</i>)
a. Resolution appointing Andy Graham to the Public Aid Appeals Committee, term 12/1/2022-11/30/2024
b. Resolution appointing Ryan Elwell to the Zoning Board of Appeals, term 12/1/2022-11/30/2027
c. Resolution appointing Robert Lee Wood Jr. to the Pesotum Fire Protection District, unexpired term ending 4/30/2024
d. Currently vacant appointments – full list and information is available on the County’s website
e. Applications for open appointments | Presentation

Discussion only

Received and placed on file

<i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution appointing Andy Graham to the Public Aid Appeals Committee</i>

<i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution appointing Ryan Elwell to the Zoning Board of Appeals</i>

<i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution appointing Robert Lee Wood Jr to the Pesotum Fire Protection District</i>

Information only

Information only |

- | | |
|---|--|
| 4. Request approval of the 2023 Holiday Calendar | *RECOMMEND COUNTY BOARD APPROVAL of a resolution approving the 2023 Holiday Calendar |
| 5. Request approval of the 2023 County Board Calendar of Meetings | *RECOMMEND COUNTY BOARD APPROVAL of a resolution approving the 2023 County Board Calendar of Meetings |
|
 | |
| B. County Clerk | |
| 1. Monthly Report – October 2022 | Received and placed on file |
|
 | |
| C. County Board | |
| 1. Resolution designating the Highway Department Conference Room as the Lorraine Cowart Conference Room | RECOMMEND COUNTY BOARD APPROVAL of a resolution designating the Highway Department Conference Room as the Lorraine Cowart Conference Room |
|
 | |
| D. <u>Other Business</u> | Mr. Stohr thanked Mr. Passalacqua for his time as Deputy Chair |
|
 | |
| E. <u>Chair’s Report</u> | None |
|
 | |
| F. <u>Designation of Items to be Placed on the Consent Agenda</u> | VII. A. 3. a-c, 4, 5 |
|
 | |
| VIII. <u>Justice and Social Services</u> | |
| A. Monthly Reports – All reports are available on each department’s webpage through the department reports page | Received and placed on file |
| • Probation & Court Services – September 2022 & 3 rd Quarter Report | |
| • Public Defender – September & October 2022 | |
| • Animal Control – October 2022 | |
|
 | |
| B. Rosecrance Re-Entry Financial Report – September 2022 | Information only |
|
 | |
| C. Sheriff | |
| 1. Intergovernmental Housing Agreement between the Champaign County Sheriff’s Department and Kankakee County for the housing of prisoners | *RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing an intergovernmental agreement between the Champaign County Sheriff’s Department and Kankakee County |
|
 | |
| D. <u>Other Business</u> | None |
|
 | |
| E. <u>Chair’s Report</u> | None |
|
 | |
| F. <u>Designation of Items to be Placed on the Consent Agenda</u> | VIII. C. 1 |

IX. Finance

A. Budget Amendments/Transfers

1. Budget Transfer BUA 2022/10/358
Fund 1080 General Corporate / Dept 071 Public Properties, 042 Coroner, 040 Sheriff, 026 County Treasurer, 022 County Clerk, 023 Recorder, 030 Circuit Clerk, 041 State's Attorney, 025 Supervisor of Assessments, 052 Court Services – Probation, 036 Public Defender, 031 Circuit Court, 141 State's Attorney Support Enforcement, and 075 General County
Amount: \$206,220
Reason: A Board approved transfer is required to cover the FY2022 AFCSME contract wage increases in the General Fund.
***RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget transfer BUA 2022/10/358**

 2. Budget Amendment BUA 2022/10/369
Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission
Increased Appropriations: \$30,000
Increased Revenue: \$30,000
Reason: To receive ISC Supportive Housing Transition funding
***RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2022/10/369**

 3. Budget Amendment BUA 2022/10/513
Fund 2619 Tax Sale Automation / Dept 026 County Treasurer
Increased Appropriations: \$10,100
Increased Revenue: \$10,100
Reason: Additional funds required to pay part-time staff through the end of the year
RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2022/10/513
- B. Treasurer
1. Monthly Reports only available through April on the Treasurer's webpage
No new reports

 2. Champaign County Credit Card Policy
***RECOMMEND COUNTY BOARD APPROVAL of an ordinance establishing the Champaign County Credit Card Policy**

 3. Ordinance re-establishing an Indemnity Fund
***RECOMMEND COUNTY BOARD APPROVAL of an ordinance re-establishing the Indemnity Fund**

- | | |
|---|--|
| a. Budget Amendment BUA 2022/11/15
Fund 1080 General Corporate / Dept 075
General County
Increased Appropriations: \$602,780
Increased Revenue: \$0
Reason: Reinstatement of the Indemnity Fund to ensure legal obligations related to the tax sale are met. | <i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2022/11/15</i> |
| 4. Resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 02-001-0044 | <i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel 02-001-0044</i> |
| 5. Resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 24-900-0021 | <i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel 24-900-0021</i> |
| 6. Resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel number 29-050-0024 | <i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing the cancellation of the appropriate certificate of purchase on a mobile home, permanent parcel 29-050-0024</i> |
| 7. Resolution authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel number 15-025-0090 | <i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel 15-025-0090</i> |
| 8. Resolution authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel number 30-058-0349 | <i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing the County Executive to assign a mobile home tax sale certificate of purchase, permanent parcel 30-058-0349</i> |
| C. Auditor | |
| 1. Champaign County Purchasing Policy Rules, Regulations and Procedures for Purchasing | <i>*RECOMMEND COUNTY BOARD APPROVAL of an ordinance establishing the Champaign County Purchasing Policy Rules, Regulations and Procedures for Purchasing</i> |
| 2. Travel & Business Expense Policy | <i>*RECOMMEND COUNTY BOARD APPROVAL of an ordinance establishing the Champaign County Travel & Business Expense Policy</i> |

D. Sheriff

1. Resolution authorizing an intergovernmental agreement with the City of Champaign, the City of Urbana and Champaign County for the Edward Byrne Memorial Justice Assistance Grant

****RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing an intergovernmental agreement with the City of Champaign, the City of Urbana and Champaign County for the Edward Byrne Memorial Justice Assistance Grant***

E. County Executive

1. Annual Tax Levy Ordinance
2. Annual Budget and Appropriation Ordinance
3. Ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source) for the purpose of consolidating the County's jail facilities by constructing and equipping an addition attached to the existing satellite jail, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay said bonds if the pledged revenues are insufficient to make such payments, and authorizing the sale of said bonds to the purchaser thereof
4. Ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds (General Sales Tax Alternate Revenue Source) for the purpose of renovating, repairing and equipping the former County Plaza building for the relocation of various County offices, providing for the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay said bonds if the pledged revenues are insufficient to make such payments, and authorizing the sale of said bonds to the purchaser thereof

RECOMMEND COUNTY BOARD APPROVAL of the annual tax levy ordinance

RECOMMEND COUNTY BOARD APPROVAL of the annual budget and appropriation ordinance

RECOMMEND COUNTY BOARD APPROVAL of an ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source)

RECOMMEND COUNTY BOARD APPROVAL of an ordinance providing for the issue of not to exceed \$20,000,000 General Obligation Bonds (General Sales Tax Alternate Revenue Source)

F. Other Business

Ms. Fortado thanked Ms. Ogden for all of her hard work with the budget, the bonds and the upgrade to the Moody's rating

G. Chair's Report

None

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

IX. A. 1-2, B. 2, 3, 3a, 4-8, C. 1-2

X. Other Business

Mr. Patterson acknowledged the service of the Board members that won't be returning for another term

XI. Adjournment

8:17 p.m.

**Denotes inclusion on the Consent Agenda*

RESOLUTION NO. 2022-257

RESOLUTION DESIGNATING THE HIGHWAY DEPARTMENT CONFERENCE ROOM AS THE LORRAINE COWART CONFERENCE ROOM

WHEREAS, roads, highways and transportation are vital to the public health, welfare and economy of civil society, and that roads convey children to school, people to places for employment and commerce, for agricultural work of all kinds [particularly during harvest], for recreation, for emergency services, and provide reliable routes for conveyance; and

WHEREAS, Lorraine Cowart was sworn in as a Champaign County Board member from 1982-1986 and from 1988-present; and

WHEREAS, Lorraine Cowart has served on the Highway & Transportation Committee since 1998 and has provided leadership as the Committee Chair since 2000; and

WHEREAS, under the guidance and leadership of Lorraine Cowart as the Highway and Transportation Committee Chair, the Champaign County Highway Department has rebuilt 180 miles of county roads and over 100 bridges to provide for the safe and efficient travel of the citizens of Champaign County; and

WHEREAS, Lorraine Cowart has admirably served the citizens of Champaign County with her full commitment to her responsibilities as a representative of the Champaign County Board District II; to work in partnership with fellow County Board members and officials of Champaign County; and with her full commitment, service and dedication to the best interests of all people of Champaign County; and

WHEREAS, the County Board of Champaign County seeks to permanently and publicly recognize the commitment and dedication of Lorraine Cowart, who continues to diligently serve the citizens of Champaign County as an elected official for more than three decades.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, that the Highway Department Conference Room, located at 1605 East Main St., Urbana, Illinois, be named the Lorraine Cowart Conference Room, in recognition of the exemplary selflessness in service still being provided by this esteemed elected official, Ms. Lorraine Cowart.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

ATTEST: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2022-258

BUDGET AMENDMENT

November 2022

FY 2022

WHEREAS, The County Board has approved the following amendment to the FY2022 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2022 budget.

Budget Amendment BUA 2022/10/513

Fund: 2619 Tax Sale Automation Fund
Dept: 026 County Treasurer

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
500105 Temporary Staff	<u>10,100</u>
	Total 10,100
Increased Revenue:	
None: From fund balance	<u>0</u>
	Total 0

REASON: Additional funds required to pay part-time staff through the end of the year.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

Journal Proof Report



Journal Number: 513 Year: 2022 Period: 10 Description: PT Staff Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2619-00-0251a-01-026-000-000-0000-500105-	TEMPORARY STAFF	PT Staff	N	\$10100.00	
			Journal 2022/10/513	Total	\$10100.00	\$0.00

Fund: 2619 Tax Sale Automation Fund

Dept: 026 County Treasurer

Reason: Additional funds required to pay part-time staff through the end of the year

Fund	Account Description	Debit	Credit
2619	TAX SALE AUTOMATION FUND		
	2619-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$10100.00
	2619-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$10100.00	
	Fund Total	10100	10100



Cassandra “CJ” Johnson

**COUNTY TREASURER & COLLECTOR
CHAMPAIGN COUNTY, ILLINOIS**

MEMORANDUM

**TO: Stephanie Fortado, Chair – Finance Committee of the Whole, and
Chris Stohr, Chair – Policy, Personnel & Appointments Committee of the
Whole**

FROM: Cassandra Johnson, County Treasurer

DATE: October 28, 2022

RE: Budget AMENDMENT for Part-time Staff Salary

Upon review of our budget, we require additional funds (totaling \$10,100) to pay salary for our part-time staff through the end of the year.

While normally this would not be the case, two specific issues resulted in additional payments that were not projected:

- The cost of our lockbox increased to roughly four times the normal rate due to exception processing, requiring termination of lockbox in July (midway through the tax cycle).
- To offset the lockbox processing, an increase in part-time staff hours was needed to ensure timely posting of payments and adjustment transactions.

We expect that the possibility of this issue arising again is negligible as we are exploring other options for our lockbox processing.

Respectfully,

Cassandra “CJ” Johnson
County Treasurer & Collector

ORDINANCE NO. 2022-15

FY2023 ANNUAL TAX LEVY ORDINANCE CHAMPAIGN COUNTY, ILLINOIS

WHEREAS we the County Board of Champaign County, Illinois, have determined that for County purposes, it will be necessary to levy a tax in the total amount of \$40,977,641 on the real property and railroad property, in Champaign County, Illinois, for raising of monies for the several objects and purposes specified in the FY2023 Annual Budget and Appropriation Ordinance,

NOW, THEREFORE, BE IT ORDAINED that there is hereby levied a tax in the amount of \$16,609,524 for the County General Corporate purposes;

BE IT FURTHER ORDAINED that there is hereby levied a tax in the amount of \$2,719,558 for the purpose of acquiring insurance against any loss or liability which may be imposed upon the County, in accordance with 745 ILCS 10/9-107, said \$2,719,558 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$3,169,214 as the County Highway Tax, as provided in the Illinois Highway Code, being for the purpose of improving, repairing, maintaining, constructing, and reconstructing highways in this county required to be repaired, maintained, and constructed by the County in accordance with 605 ILCS 5/5-601, said sum raised to be placed in a separate fund known as the County Highway Fund, which \$3,169,214 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,589,543 as provided in the Illinois Highway Code, for the County Bridge Fund for expenditures payable from the County Bridge Fund and for the purpose of constructing and repairing bridges, culverts, drainage structures or grade separations, including approaches thereto, on public roads in the County, required to be so constructed and repaired by the County under the Illinois Highway Code, in accordance with 605 ILCS 5/5-602, said sum of \$1,589,543 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$5,913,892 for the purpose of providing community mental health facilities and services in Champaign County, pursuant to an election held November 7, 1972, authorizing a levy of a tax not to exceed 10 percent of the full assessed valuation, and amendments to the Community Mental Health Act, 405 ILCS 20/4, authorizing an increase to the maximum levy of tax not to exceed .15 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the "Community Mental Health Fund" and shall be used only for the purpose specified in the Illinois Compiled Statutes; said sum of \$5,913,892 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,038,245 in accordance with an act entitled Illinois Municipal Retirement Fund Act, as amended, 40 ILCS 5/7-171, and being for the purpose of making county contributions to said Illinois Municipal Retirement Fund as required by law, said \$2,038,245 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,009,143 for the purpose of participation in the Federal Social Security Insurance Program and Federal Medicare Program, in accordance with 40 ILCS 5/21-110 to 5/21-110.1, said \$2,009,143 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$128,348 for the purpose of providing funds to pay expenses in the construction and maintenance of highways in the federal aid network or

County highway network in accordance with 605 ILCS 5/5-603, and said sum of \$128,348 shall be placed in a separate fund known as the Matching Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$442,000 for the purpose of the County’s share of the Cooperative Extension service programs, in accordance with 505 ILCS 45/8, said \$442,000 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,500,687 for the purpose of the County Health Fund in accordance with 70 ILCS 905/15 and 55 ILCS 5/5-25010 to 5-25011, said \$1,500,687 shall be held in a separate fund known as the County Health Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$4,857,487 for the purpose of providing facilities or services for the benefit of residents in Champaign County who are cognitively challenged or under a developmental disability and who are not eligible to participate in any such program conducted under Article 14 of the School Code, pursuant to an election held November 2, 2004, authorizing a levy of a tax not to exceed .10 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the “Fund for Persons With a Developmental Disability” and shall be used only for the purpose specified in 55 ILCS 105; said sum of \$4,857,487 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that the sums heretofore levied in the total amount of \$40,977,641 be raised by taxation upon property in this County and the County Clerk of Champaign County is hereby ordered to compute and extend upon the proper books of the County Collector for the said year, the sums heretofore levied for so much thereof as will not in the aggregate exceed the limit established by law on the assessed valuation as equalized for the year 2022.

PRESENTED in accordance with 35 ILCS 200/18-10 at the September 2022 session.

PRESENTED, PASSED, APPROVED and RECORDED by the County Board of Champaign County, Illinois, this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

___ **AYE** ___ **NAY** ___ **ABSENT**

Recorded
& Attest: _____
Aaron Ammons, County Clerk
And ex-officio Clerk of the Champaign
County Board
Date: _____

Approved:

Darlene A. Kloeppel, County Executive
Date: _____

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of Champaign County, Illinois, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of Section 18-60 through 18-85 of the “Truth in Taxation” law.

Check One of the Choices Below

1) The taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the Truth in Taxation Law.

2) The taxing district’s aggregate levy did not exceed a 5% increase over the prior year’s extension. Therefore, a notice and a hearing were not necessary.

3) The proposed aggregate levy did not exceed a 5% increase over the prior year’s extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year’s extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.

4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

This certificate applies to the RY2022 levy.

Date _____

Presiding Officer _____
Darlene A. Kloeppe
County Executive

ORDINANCE NO. 2022-16

FY2023 ANNUAL BUDGET AND APPROPRIATION ORDINANCE

WHEREAS, the Finance Committee of the Whole of the County Board of Champaign County, Illinois, has considered and determined the amounts of monies estimated and deemed necessary expenses to be incurred by and against the County of Champaign, State of Illinois, within and for the fiscal year beginning January 1, 2023 and ending December 31, 2023, and has further proposed County expenditures in the attached recommended Budget; and

WHEREAS, pursuant to 55 ILCS 5/6-1002, the recommended Budget includes the following:

- a. A statement of the receipts and payments and a statement of the revenues and expenditures of the fiscal year last ended.
- b. A statement of all monies in the county treasury or in any funds thereof, unexpended at the termination of the fiscal year last ended, of all amounts due or accruing to such county, and of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year.
- c. Estimates of all probable income for the current fiscal year and for the ensuing fiscal year covered by the budget, specifying separately for each of said years the estimated income from taxes, from fees, and from all other sources. The estimated income from fees shall indicate both the estimated total receipts from fees by county fee officers and the estimated net receipts from fees to be paid into the county treasury.
- d. A detailed statement showing estimates of expenditures for the current fiscal year, revised to the date of such estimate, and, separately, the proposed expenditures for the ensuing fiscal year for which the budget is prepared. Said revised estimates and proposed expenditures shall show the amounts for current expenses and capital outlay, shall specify the several objects and purposes of each item of current expenses, and shall include for each of said years all floating indebtedness as of the beginning of the year, the amount of funded debt maturing during the year, the interest accruing on both floating and funded debt, and all charges fixed or imposed upon counties by law.
- e. A schedule of proposed appropriations itemized as provided for proposed expenditures included in the schedule prepared in accordance with the provisions of paragraph (d) hereof, as approved by the county board.

WHEREAS, the level of appropriation for each fund and department is defined by the amount as listed with the following exceptions: the legal level of control in all departments (except the Regional Planning Commission) is by category, Personnel and Non-Personnel, for each department or group of departments within the same fund and headed by the same administrator. Transfers between any line items in the Personnel category and transfers between any line items in the Non-Personnel category, in the same department or group of departments headed by the same administrator within the same fund, may be made with the approval of the signing authority for the fund/department. Transfers between the Personnel and Non-Personnel categories, as well as transfers between different departments headed by different administrators may be made only with the approval of a 2/3 vote of the full County Board; and

WHEREAS, the Regional Planning Commission's legal level of budgetary control is by fund. Transfers between any line items in the same department or group of departments within the same fund may be made with the approval of the signing authority for the fund/department;

NOW, THEREFORE, BE IT ORDAINED by the Champaign County Board that the attached recommended Budget is hereby adopted as the Annual Budget and Appropriation Ordinance of Champaign County for the fiscal year beginning January 1, 2023 and ending December 31, 2023. The full budget is available on the County website at the following link <http://www.co.champaign.il.us/CountyBoard/Budget.php>.

PRESENTED by the County Board of Champaign County, Illinois, at the recessed October, A.D. 2022 session.

PRESENTED, PASSED, APPROVED, AND RECORDED by the County Board of Champaign County, Illinois, this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

AYES

NAYS

ABSENT

Recorded
& Attest: _____
Aaron Ammons, County Clerk
And ex-officio Clerk of the Champaign
County Board
Date: _____

Approved:

Darlene A. Kloeppel, County Executive
Date: _____

Letter of Transmittal

To: Honorable Members of the Champaign County Board

Fr: Darlene Kloeppe, County Executive; and
Tami Ogden, Director of Finance

RE: Letter of Transmittal – FY2023 Budget

The Fiscal Year 2023 Annual Budget, for the period beginning January 1, 2023 and ending December 31, 2023, is presented for your consideration and approval. The budget was developed pursuant to Illinois Statutes 55 ILCS 5/2-5009 and 55 ILCS 5/6-1001. The consolidated budget is submitted with revenue of \$157,400,419 and expenditure of \$226,424,019 and complies with relevant [Champaign County Financial Policies](#).

The budget was developed over a seven-month period starting with the [Long-Range Financial Plan](#) in April, followed by [Legislative Budget Hearings](#) in August. The County Board placed the FY2023 Budget on file in October, with anticipated passage at its November 17, 2022 meeting. Some parts of the budget are guided by established plans previously implemented by the County Board including the [Facilities Plan](#) and [Technology Plan](#), and plans established by relevant committees such as Highway's Pavement Management Program. In FY2022, the Broadband Task Force was very active in planning and determining the level of American Rescue Plan Act (ARPA) funding to support a sustainable broadband master plan for the entire County.

The initial presentation of the budget to the County Board and public was at Legislative Budget Hearings held in August 2022. PowerPoint presentations ([Night 1](#), [Night 2](#)) make the information easier for the public to follow and comprehend as opposed to 350+ pages of budget documents. The [County website](#), [Champaign County Facebook](#) and [County Executive Facebook](#) pages provide updates on the budget process and notice opportunities for public involvement. Public comment on the proposed FY2023 Budget was sought at the County Board meeting held on October 20, 2022.

This transmittal letter is intended to provide an executive summary and overview of the budget document. Additional budget details are included in the Budget Summary All Funds.

Budget Document

Champaign County strives to publish its budget in a format that is accessible to screen readers. Implementation of a new financial system and budget publication platform resulted in a more streamlined and modern budget document for FY2023. The budget provides extensive financial information for every component of Champaign County government. The FY2023 Budget includes fifty-six funds, with each fund containing at least one department budget. The Department/Fund Relationship matrix illustrates the relationship between the County’s financial structure and its organizational structure.

Economic Environment

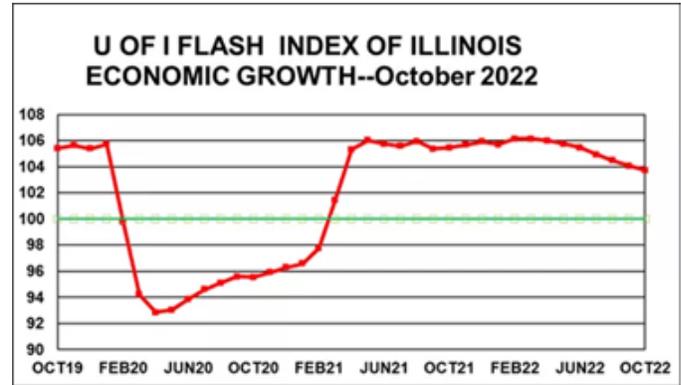
Economic uncertainty has caused consumer confidence to fall as stated in an October 2022 report from The Conference Board. According to Senior Director of Economic Indicators Lynn Franco, “Notably, concerns about inflation—which had been receding since July—picked up again, with both gas and food prices serving as main drivers. Vacation intentions cooled; however, intentions to purchase homes, automobiles, and big-ticket appliances all rose. Looking ahead, inflationary pressures will continue to pose strong headwinds to consumer confidence and spending, which could result in a challenging holiday season for retailers. And, given inventories are already in place, if demand falls short, it may result in steep discounting which would reduce retailers’ profit margins.”[1]

In October the University of Illinois Flash Index, designed to give a quick reading of the state economy, continued to trend downward for the seventh straight month landing at 103.7 and down from 105.4 compared to the year-ago submission of the FY2022 budget. In a November 1 report, University of Illinois economist J. Fred Giertz stated, “This is a clear slowing of the Illinois economy, but it must be remembered that the 100-level is the dividing line between growth and

decline. The obvious question is whether the U.S. and Illinois economies are heading for a recession. So far, the results are consistent both with a soft-landing (a slowing without a decline) and a recession with the probability of a recession increasing somewhat.”[2]

[1] <https://www.conference-board.org/topics/consumer-confidence>

[2] <https://igpa.uillinois.edu/october-u-of-i-flash-index-declined-for-the-seventh-straight-month/>

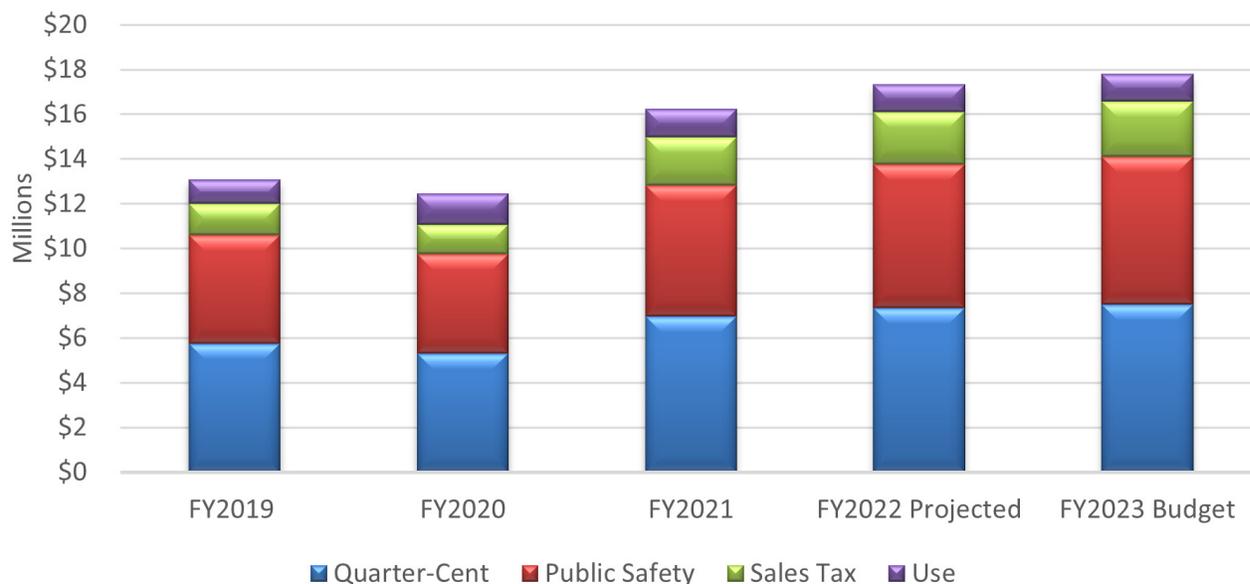


The September 2022 unemployment rate for Champaign County was 3.6% and reflects a decrease in the local rate compared to the year-ago period of 4.3%. The Illinois’ and national unemployment rates for September compare at 4.4%, and 3.3% respectively.[3]

With implementation of Level the Playing Field legislation, imposing both state and local taxes where a product is delivered, sales tax revenues increased notably in FY2021. The County has continued to experience healthy increases in 2022, with the FY2023 budget reflecting more moderate increases. The following chart shows total sales and use tax revenues for fiscal years 2019 through the 2023 Budget.

[3] <https://ides.illinois.gov/resources/labor-market-information/laus/current-monthly-unemployment-rates.html>

Sales and Use Taxes



According to the Champaign County Association of Realtors, year-to-date home sales are down 7.6% (197 homes) compared to 2021 with the median sale price in Champaign County at \$181,625 in September and the average sale price at \$277,008.[4] Growth in this sector is important for the county as property taxes represent a major segment of its revenue sources. Equalized Assessed Valuation (EAV) for tax year

2021 is \$4.6 billion, and reflects a 3.7% increase over tax year 2020, with growth in EAV from new construction at \$99 million. The County's total EAV, tax rate, and property tax extension comparison for the past ten levy years are shown in the following table.

[4]<https://www.champaigncountyassociationofrealtors.com/News/champaign-county-september-homes-sales-report>

Tax Levy Year	EAV	% Increase/Decrease	Tax Rate/\$100 EAV	Property Tax Extension
2012	\$3,532,086,251	-0.4%	0.8138	\$28,832,637
2013	\$3,479,591,533	-1.5%	0.8511	\$29,700,112
2014	\$3,532,923,580	1.5%	0.8255	\$30,598,651
2015	\$3,600,615,388	1.9%	0.8322	\$31,404,567
2016	\$3,806,286,018	5.7%	0.8458	\$32,245,372
2017	\$3,972,464,264	4.4%	0.8481	\$33,737,737
2018	\$4,132,219,001	4.0%	0.8157	\$33,706,510
2019	\$4,299,867,692	4.1%	0.8189	\$35,211,617
2020	\$4,414,988,843	2.7%	0.8327	\$36,763,612
2021	\$4,579,852,302	3.7%	0.8342*	\$38,205,128

*Rate includes Revenue Recapture (capped rate is 0.8301)

For tax year 2022, FY2023 budget, rate-setting EAV is estimated to reach nearly \$5 billion with \$128 million being captured as new growth revenue, and a levy increase of 7.8%.

Budget Priorities

In FY2023, the County will undertake two major facility projects. The consolidation of its jail facilities, and the renovation of the County Plaza building, purchased in 2022, for relocation of various County offices. Bonds will be sold in December 2022 for the projects, with some capital for the jail consolidation project coming from ARPA funds.

Budgeting the remaining balance of the County's American Rescue Plan Act funding was a priority of the County Board. Budget direction for ARPA funds was guided by study sessions [ARPA Study Sessions](#) and board member prioritization surveys [ARPA Funding Priorities](#) conducted in 2021, and ongoing planning during County Board meetings held in 2022. More information about the County's ARPA agreements and contracts and FY2023 funding can be access here: [Champaign County ARPA](#) or in the ARPA section of the budget.

The County continues to strategically invest in its facilities and technology. Full funding per the Capital Facilities Plan is included in the budget in addition to \$1.5 million for any project cost overruns, which if unused will be carried to FY2024 for relocation expenses. In addition to annual software costs, and scheduled technology, vehicle, and equipment replacements, the Capital Asset Replacement Fund budget includes funding for replacing the AS/400 (used for justice system software) and upgrading the County's aging phone system and network infrastructure.

The addition of one new IT position in the General Fund budget will improve performance across the County by serving as a subject matter expert for many pre-existing County IT services while focusing on cybersecurity and infrastructure-related special projects.

The Regional Planning Commission budgets includes significant federal and state funding in 2023 to provide supportive services to over 10,000 individuals for case management, independent service coordination, homeless services, housing support, and utility assistance.

More information on budget priorities can be found in the Budget Priorities section.

Revenues and Expenditures

Revenue for all county funds in FY2023 is budgeted to decrease \$18.6 million (-10.6%) compared to the original FY2022 budget. The County received its second, and last, tranche of ARPA funding in 2022 resulting in a decrease in grant funding of \$20.4 million in 2023.

The property tax levy was prepared with the inflationary increase allowed under the Property Tax Extension Limitation Law (PTELL) of 5%, and to capture \$128 million in new growth revenue from new construction and recovered Enterprise Zone EAV. The increase in the total levy over the prior year extension is \$2.96 million (7.79%).

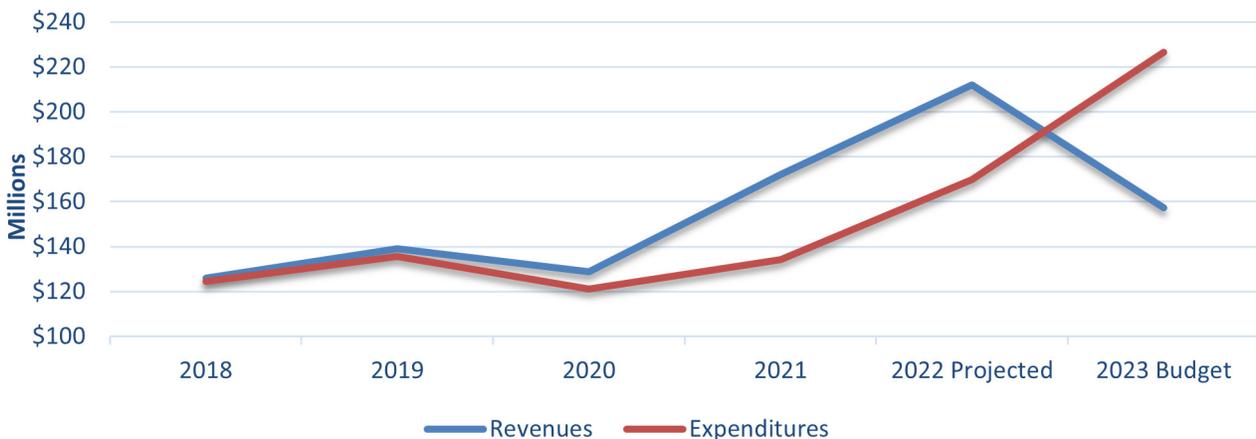
Expenditure for all county funds in FY2023 is budgeted to increase \$46 million (+25.5%) compared to the original FY2022 budget and is attributed to the capital investment for two major facility projects, jail consolidation and County Plaza renovation.

A \$69 million revenue to expenditure deficit is the result of appropriating reserve balances within individual funds for planned projects and capital expenditures. The significant draw on fund balances is largely associated with utilizing reserves in three funds as explained below.

- ◆ Capital Asset Replacement Fund (CARF) – Bond proceeds to be received in FY2022 for facility projects scheduled in FY2023, make up the majority of the \$40 million draw on fund balance within this fund.
- ◆ American Rescue Plan Act (ARPA) –The County is budgeting \$22.1 million in FY2023 which is the majority of its remaining ARPA funding received in the prior two fiscal years.
- ◆ Motor Fuel Tax (MFT) – The County has utilized IDOT REBUILD grant funding over the past few years allowing the MFT fund balance to build. In FY2023 a \$4.1 million draw on reserves is budgeted for planned road projects.

The FY2023 budget is balanced per the County's [Financial Policies](#). A budget is balanced when total appropriations do not exceed total revenues and appropriated fund balance within an individual fund.

Champaign County Revenue and Expenditure



In the chart above, an influx of federal funding in fiscal years 2021 and 2022, as well as the issuance of debt in 2022 for FY2023 facility projects correlates to increased revenues in those fiscal years. As stated previously, the County's planned draw on its fund balances is reflected in FY2023.

Proposed Budget compared to Adopted Budget

Differences between the budget as originally presented by the County Executive to the County Board and the budget to be approved are explained as follows. Revenue adjustments include updated state shared revenue estimates, a decrease in County Clerk grant funding, ARPA interest income budgeted in miscellaneous revenue, and interfund transfer adjustments associated with the Capital Asset Replacement Fund.

Expenditure adjustments included personnel changes due to negotiated labor contracts, non-bargaining wages increases, and turnover. The largest expenditure changes in the proposed versus adopted budget are attributed to budgeting ARPA funds. The proposed budget did not include any ARPA appropriation for FY2023 as that budget was not ready to be presented. The adopted budget increased \$22.1 million when ARPA appropriation was added.

FY2023	Proposed Budget	Adopted Budget	Change
Property Taxes	\$41,500,366	\$41,500,366	\$0
Intergov Revenue	\$37,312,335	\$37,582,394	\$270,060
Grants	\$42,974,594	\$42,915,539	(\$59,055)
Fees Fines Charges	\$18,365,302	\$18,365,302	\$0
Licenses and Permits	\$1,300,909	\$1,300,909	\$0
Misc. Revenue	\$1,921,811	\$2,041,811	\$120,000
Interfund Revenue	\$11,599,098	\$13,694,098	\$2,095,000
REVENUE TOTAL	\$154,974,415	\$157,400,419	\$2,426,005
Personnel	\$67,381,516	\$67,459,514	\$77,998
Commodities	\$3,819,546	\$3,755,741	(\$63,805)
Services	\$60,697,910	\$69,400,720	\$8,702,810
Capital	\$59,393,455	\$67,506,335	\$8,112,880
Interfund Expenditure	\$5,667,620	\$13,394,537	\$7,726,917
Debt	\$4,958,917	\$4,907,172	(\$51,745)
EXPENDITURE TOTAL	\$201,918,964	\$226,424,019	\$24,505,055

General Fund

Revenue and expenditure are budgeted respectively at \$48,388,894 and \$48,378,352. The FY2023 General Fund budget is balanced per the County's Financial Policies with a projected budgetary fund balance of \$12.25 million, or 25.3% of operating expenditures at the end of 2023. The General Fund balance minimum is 16.7%, or two months of operating expenditure.

Revenue growth measures \$4.5 million, or 10.4% year-over-year with the increase predominantly in the property taxes and intergovernmental revenue categories. Expenditure growth measures \$736,000, or 1.5% year-over-year with increases in the personnel, services, and debt categories. Detailed information about General Fund revenue and expenditure is documented in the General Fund Budget Summary.

Financial and Operational Matters of Note

Bond Rating Upgrade – Following a County-led rating presentation in November 2022, Moody's Investor Services upgraded the County's issuer rating on outstanding bonds from Aa2 to Aa1. The higher rating will apply to the new bonds the County intends to issue in December. In part, the rating upgrade is reflective of the County's efforts to increase its operating fund balances and liquidity, thereby strengthening its financial position.

Hospital Property Tax Liability – There are presently three outstanding cases against Champaign County and other taxing districts related to hospital property tax exemptions. The first, 2008-L-202, is on appeal. The County has paid its share of the liability in this matter, relating to tax years 2005 through 2011, in part, from a pre-existing TIF distribution. The appeal may result in either a refund of this payment, or additional liability (for the 2004 tax year, or if the appellate court reverses the trial court's denial of Carle Foundation's claim to prejudgment interest). There are two other outstanding cases against Champaign County related to hospital property tax exemptions, 2013-CH-170 and 2015-L-75. The County has not set aside funds specifically for this potential liability, and any ruling against the County in either of these cases would come from fund balances.

Economy – As stated previously, the state's economic gauge known as the Flash Index, reflects seven straight months of decline since May 2022. In a November 2022 report, Forbes shared its recession tracker data with nine of fifteen key indicators pointing downward; which according to Forbes is "not looking good" although not officially considered a recession.[5] The County has a balanced mix of revenue sources to support its overall budget, with grant revenues (27%), property taxes (26%), and intergovernmental revenues (24%) totaling 77%. A blend of revenue streams can help insulate against the immediate impact of a recession on revenues. While intergovernmental revenues, made up of largely sales and income taxes, will respond more rapidly to a recession, property tax revenues are more elastic and slower to respond. The impact of a recession on the General and Public Safety Sales Tax funds is of concern as 48% of General Fund revenues are from intergovernmental sources and 100% of Public Safety Sales Tax fund revenues are from sales taxes.

Legislative Impacts – Elimination of cash bail in Illinois, beginning in 2023, in conjunction with new criminal justice reform mandates will have both a revenue and expenditure impact on County finances. New reporting and training requirements began in 2021, with additional compliance in 2022 and 2023. While these new requirements will increase law enforcement costs, other reforms are expected to reduce County revenues. According to a study conducted by The Civic Federation, 70% of bond payments are used to pay for court-ordered costs.[6] While some fees will still be imposed, the discontinuation of

bond payments means that source will no longer be used to satisfy payment of fees and assessments. The FY2023 budget reflects fee and fine revenue decreases; however, the actual impact to Champaign County revenues is indeterminate at this time.

Recruiting and Retention – In 2022 the County hired Gallagher Benefit Services to conduct a comprehensive workforce study with a focus on recruiting, hiring, retention, and development of staff to include a review of positions, total compensation packages, training, analysis of sexual harassment, equity, and inclusion activities. The County expects to receive a report from Gallagher at its November 2022 County Board meeting. Similar to its facilities and technology plans, the County is expected to develop a multi-year workforce plan to better position the County to recruit and retain a qualified workforce.

Acknowledgements

We wish to acknowledge the outstanding cooperation and collaboration among all county elected officials, department heads, and County Board members in the preparation of the fiscal year 2023 budget. We also extend our special thanks to staff members providing crucial assistance in the development and completion of this budget document:

Bill Colbrook, Director of Administration

Megan Robison, Administrative Assistant

Mary Ward, Administrative Assistant

Rita Kincheloe, Executive Assistant to the County Executive

Gabe Lewis, RPC Planner

Joel Palomaki, ERP Project Manager

Orion Smith, Chief Deputy Auditor

Jill Stewart, Senior Accountant

On behalf of our officials and staff, we are pleased to present to you the fiscal year 2023 Champaign County Budget.

Respectfully submitted,

Darlene Kloeppel, County Executive

Tami Ogden, Director of Finance

[5] <https://www.forbes.com/advisor/investing/are-we-in-a-recession/>

[6] https://www.civicfed.org/sites/default/files/executive_summary.pdf

ORDINANCE NO. 2022-17

ORDINANCE authorizing the issuance of not to exceed \$20,000,000 of General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source) of the County for the purpose of consolidating the County's jail facilities by constructing and equipping an addition attached to the existing satellite jail, providing for the pledge of certain revenues to the payment of principal and interest on the bonds and for the levy of property taxes sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and providing for the sale of the bonds to the purchaser thereof.

* * *

WHEREAS, The County of Champaign, Illinois (the "*County*"), is a duly organized and existing unit of local government created and existing under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Counties Code of the State of Illinois, as amended (the "*Counties Code*"); and

WHEREAS, the County Board of the County (the "*Board*") has determined that it is necessary and desirable to consolidate the County's jail facilities by constructing and equipping an addition attached to the existing satellite jail (the "*Project*"); and

WHEREAS, the Project constitutes a "public safety purpose" within the meaning of Section 5-1006.5 of the Counties Code and a lawful corporate purpose within the meaning of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Act*"); and

WHEREAS, for the purpose of financing the Project and in accordance with the provisions of the Act, the Board, on the 22nd day of September, 2022, adopted an ordinance (the "*Authorizing Ordinance*") authorizing the issuance of alternate bonds, being general obligation bonds payable (a) together with the County's outstanding General Obligation (Public Safety Sales Tax Alternate Revenue Source) Bonds, Series 1999 (the "*1999 Bonds*"), General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2014 (the "*2014 Bonds*"), and General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2016 (the "*2016 Bonds*" and together with the 1999 Bonds and the 2014 Bonds, the "*Prior Parity*

Bonds”), from receipts from the special county retailers’ occupation tax for public safety and the related service occupation tax under 55 ILCS 5/5-1006.5, including any replacement, successor or substitute taxes (the “*Pledged Revenues*”), and (b) from ad valorem taxes levied against all of the taxable property in the County without limitation as to rate or amount (as herein more fully defined, the “*Pledged Taxes*”), as provided by the Act, to the amount of \$20,000,000, and that the Board hereby determines to issue not to exceed \$20,000,000 of the bonds so authorized at this time (the “*Bonds*”); and

WHEREAS, the ordinance authorizing the issuance of the 1999 Bonds permits the issuance of additional alternate bonds on a parity with said bonds provided that the Pledged Revenues are sufficient to provide for or pay all of the following (i) debt service on all Outstanding (as hereinafter defined) bonds payable from Pledged Revenues computed immediately after the issuance of any proposed parity bonds, (ii) all amounts required to meet any fund or account requirements with respect to such Outstanding bonds, (iii) other contractual or tort liability obligations then due and payable, if any, and (iv) an additional amount not less than 0.25 times debt service (as provided in Section 15 of the Act) on such alternate bonds as shall remain Outstanding bonds after the issuance of the proposed parity bonds; and

WHEREAS, as used herein “Outstanding” means any bond which is outstanding and unpaid; *provided, however,* such term shall not include bonds (i) which have matured and for which moneys are on deposit with proper paying agents, or are otherwise properly available, sufficient to pay all principal and interest thereof, or (ii) the provision for payment of which has been made by the County by the deposit in an irrevocable trust or escrow of funds or direct, full faith and credit obligations of the United States of America or obligations guaranteed by the United States Government, the principal and interest of which will be sufficient to pay at maturity or as called for redemption all the principal of and interest and applicable premium on such bonds; and

WHEREAS, the ordinances authorizing the issuance of 2014 Bonds and the 2016 Bonds permit the issuance of additional alternate bonds payable from the Pledged Revenues which share ratably and equally in the Pledged Revenues with the Outstanding 2014 Bonds and the Outstanding 2016 Bonds, provided that no additional alternate bonds shall be issued except in accordance with the provisions of the Act; and

WHEREAS, the Board hereby determines that the Pledged Revenues will provide in each year an amount not less than 1.25 times debt service of the Bonds and the Prior Parity Bonds, the same being the only debt obligations of the County payable from the Pledged Revenues; and

WHEREAS, such determination is supported by the most recent audit of the County, which audit is for a fiscal year ending not earlier than 18 months previous to the time of issuance of the Bonds (the "*Audit*"), has been presented to the Board and is now on file with the County Clerk of the County (the "*County Clerk*"); and

WHEREAS, on the 27th day of September, 2022, the Authorizing Ordinance, together with a notice in the statutory form (the "*Notice*"), was published in the *News-Gazette*, the same being a newspaper of general circulation in the County, and an affidavit evidencing the publication of the Authorizing Ordinance and the Notice has heretofore been presented to the Board and made a part of the permanent records of the Board; and

WHEREAS, more than thirty (30) days have expired since the date of publication of the Authorizing Ordinance and the Notice, and no petition with the requisite number of valid signatures thereon has been filed with the County Clerk requesting that the question of the issuance of the Bonds be submitted to referendum; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the County Executive, on the 22nd day of September,

2022, issued an order calling a public hearing (the “*Hearing*”) for the 20th day of October, 2022, concerning the intent of the Board to sell the Bonds; and

WHEREAS, notice of the Hearing was given by (i) publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *News-Gazette*, and (ii) posting at least 48 hours before the Hearing a copy of said notice at the principal office of the Board; and

WHEREAS, the Hearing was held on the 20th day of October, 2022, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 20th day of October, 2022; and

WHEREAS, the Board is now authorized to issue alternate bonds to the amount of \$20,000,000 in accordance with the provisions of the Act, and the Board hereby determines that it is necessary and desirable that there be issued at this time an amount of not to exceed \$20,000,000 of the Bonds so authorized; and

WHEREAS, the Property Tax Extension Limitation Law of the State of Illinois, as amended (the “*PTELL*”), imposes certain limitations on the “aggregate extension” of certain property taxes levied by the County, but provides that the definition of “aggregate extension” contained in the PTELL does not include extensions made for any taxing district subject to the PTELL to pay interest or principal on bonds issued under Section 15 of the Act; and

WHEREAS, the County Clerk is therefore authorized to extend and collect the Pledged Taxes:

NOW, THEREFORE, Be It Ordained by the County Board of The County of Champaign, Illinois, as follows:

Section 1. Incorporation of Preambles; Acceptance of Audit. The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and

does incorporate them into this Ordinance by this reference. The Audit is hereby accepted and approved by the Board.

Section 2. Authorization. It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$20,000,000 upon the credit of the County and as evidence of such indebtedness to issue alternate bonds, being general obligation bonds payable from the Pledged Revenues as provided by the Act, to said amount, the proceeds of said alternate bonds to be used to pay the costs of the Project, and it is necessary and for the best interests of the County that there be issued at this time not to exceed \$20,000,000 of the Bonds so authorized.

Section 3. Bond Details. There be borrowed on the credit of and for and on behalf of the County the sum of not to exceed \$20,000,000 for the purpose aforesaid; and that the Bonds shall be issued to said amount and shall be designated “General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2022A” or with such other series designation as set forth in the Bond Notification (as hereinafter defined). The Bonds shall be dated such date (not prior to November 17, 2022) as set forth in the Bond Notification, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5,000 each or authorized integral multiples thereof (unless otherwise provided in the Bond Notification) (but no single Bond shall represent installments of principal maturing on more than one date), and shall be numbered 1 and upward. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to prior redemption as hereinafter described) on January 1 of each of the years (not later than 2038), in the amounts (not exceeding \$2,795,000 per year) and bearing interest at the rates per annum (not exceeding 6.0% per annum) as set forth in the Bond Notification.

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is

paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on January 1 and July 1 of each year, commencing on July 1, 2023, or as otherwise provided in the Bond Notification.

Interest on each Bond shall be paid by check or draft of Amalgamated Bank of Chicago, Chicago, Illinois (the "*Bond Registrar*"), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal corporate trust office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the County Executive and attested with the manual or facsimile signature of the County Clerk and shall have impressed or imprinted thereon the corporate seal of the County, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the County and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized

officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

Section 4. Registration of Bonds; Persons Treated as Owners. (a) General. The County shall cause books (the “*Bond Register*”) for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the principal corporate trust office of the Bond Registrar, which is hereby constituted and appointed the registrar of the County. The County is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the County for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the County shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the County of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending on such interest payment date, nor to transfer or exchange

any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the County or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bond, except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. Upon initial issuance, unless otherwise requested by the hereinafter-defined Purchaser, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto ("*Cede*"), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns ("*DTC*"). All of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Chairman of the Board, the County Executive, the County Clerk and the Bond Registrar are each authorized to execute and deliver, on behalf of the County, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the "*Representation Letter*"), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the County and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a “*DTC Participant*”) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the County and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The County and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the County’s obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the County to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond

Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name “Cede” in this Ordinance shall refer to such new nominee of DTC.

In the event that (i) the County determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the County, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the County determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the County shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the County may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the County, or such depository’s agent or designee, and if the County does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this Ordinance to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

Section 5. Redemption. All or a portion of the Bonds due on and after the date, if any, specified in the respective Bond Notification shall be subject to redemption prior to maturity at the

option of the County from any available funds, as a whole or in part, and if in part in integral multiples of \$5,000 in any order of their maturity as determined by the County (less than all of the Bonds of a single series and maturity to be selected by the Bond Registrar), on the date specified in the Bond Notification (but not later than 10-1/2 years after the issuance of any Bonds), and on any date thereafter, at the redemption price of par plus accrued interest to the date fixed for redemption.

The Bonds maturing on the date or dates, if any, indicated in the Bond Notification shall be subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date for the Bonds, on January 1 of the years, if any, and in the principal amounts, if any, as indicated in the Bond Notification. The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the County may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof. The County shall, at least forty-five (45) days prior to any optional redemption date (unless a shorter time period shall be satisfactory to the Bond Registrar) notify the Bond Registrar of such redemption date and of the principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the

Bond Registrar from the Bonds of such maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion. The Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the County in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

Section 6. Redemption Procedure. Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the County by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,
- (4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,
- (5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the principal corporate trust office of the Bond Registrar, and

(6) such other information then required by custom, practice or industry standard.

Unless moneys sufficient to pay the redemption price of the Bonds to be redeemed at the option of the County shall have been received by the Bond Registrar prior to the giving of such notice of redemption, such notice may, at the option of the County, state that said redemption shall be conditional upon the receipt of such moneys by the Bond Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the County shall not redeem such Bonds, and the Bond Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys were not so received and that such Bonds will not be redeemed. Otherwise, prior to any redemption date, the County shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, and notwithstanding failure to receive such notice, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest on the Bonds due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal amount thereof.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the

rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Bond Registrar and shall not be reissued.

Section 7. Form of Bond. The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraphs [6] and thereafter, as appropriate, shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

REGISTERED
NO. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA

STATE OF ILLINOIS

THE COUNTY OF CHAMPAIGN

**GENERAL OBLIGATION BOND (PUBLIC SAFETY SALES TAX ALTERNATE REVENUE SOURCE),
SERIES 2022A**

See Reverse Side for
Additional Provisions

Interest Rate: _____% Maturity Date: January 1, 20____
Dated Date: _____, 2022 CUSIP: _____

Registered Owner: CEDE & Co.

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that The County of Champaign, Illinois (the “*County*”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on January 1 and July 1 of each year, commencing [July 1, 2023], until said Principal Amount is paid. The principal of this Bond is payable in lawful money of the United States of America at the principal corporate trust office of Amalgamated Bank of Chicago, Chicago, Illinois, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the County maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the

Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the County are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the County, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of the Pledged Revenues and the Pledged Taxes to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, The County of Champaign, Illinois, by its County Board, has caused this Bond to be executed by the manual or duly authorized facsimile signature of its County Executive and attested by the manual or duly authorized facsimile signature of its County Clerk and its corporate seal impressed or reproduced hereon, all as appearing hereon and as of the Dated Date identified above.

SPECIMEN

County Executive

Attest:

SPECIMEN

County Clerk

Date of Authentication: _____, 2022

CERTIFICATE
OF
AUTHENTICATION

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2022A, of The County of Champaign, Illinois.

Bond Registrar and Paying Agent:
Amalgamated Bank of Chicago
Chicago, Illinois

AMALGAMATED BANK OF CHICAGO, as
Bond Registrar

By _____
MANUAL
Authorized Officer

[Form of Bond - Reverse Side]

THE COUNTY OF CHAMPAIGN, ILLINOIS

**GENERAL OBLIGATION BOND (PUBLIC SAFETY SALES TAX ALTERNATE REVENUE SOURCE),
SERIES 2022A**

[6] This Bond is one of a series of bonds issued by the County to consolidate the County's jail facilities by constructing and equipping an addition attached to the existing satellite jail, in full compliance with the provisions of the Counties Code of the State of Illinois (the "*Code*"), and the Local Government Debt Reform Act of the State of Illinois (the "*Act*"), and all laws amendatory thereof and supplementary thereto, and is authorized by an ordinance adopted by the County Board of the County (the "*Board*") on the 22nd day of September, 2022, and by an ordinance adopted by the Board on the 17th day of November, 2022 (the "*Bond Ordinance*"), in all respects as provided by law.

[7] [Optional and/or mandatory redemption provisions, if any, will be inserted here.]

[8] [Notice of any such redemption shall be sent by first class mail not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the County maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.]

[9] Bonds of the series of which this Bond is one are payable (a) together with the County's outstanding General Obligation (Public Safety Sales Tax Alternate Revenue Source) Bonds, Series 1999, General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2014, and General Obligation Refunding Bonds (Public Safety Sales Tax Alternate Revenue Source), Series 2016 (collectively, the "*Prior Parity Bonds*"), from receipts

from the special county retailers' occupation tax for public safety and the related service occupation tax under 55 ILCS 5/5-1006.5, including any replacement, successor or substitute taxes (the "*Pledged Revenues*"), and (b) from ad valorem taxes levied against all of the taxable property in the County without limitation as to rate or amount (the "*Pledged Taxes*"), all in accordance with the provisions of the Act and the Code. The Bonds are being issued on a parity with the Prior Parity Bonds, to the extent the Bonds and the Prior Parity Bonds are payable from the Pledged Revenues.

[10] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal corporate trust office of the Bond Registrar in Chicago, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the Bond Ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[11] The Bonds are issued in fully registered form in the denomination of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the principal corporate trust office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the Bond Ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date[, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds].

[12] The County and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal

hereof and interest due hereon and for all other purposes, and neither the County nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

_____,
attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

Signature guaranteed: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Section 8. Sale of Bonds. Any two of the Chairman of the Board, the County Executive and the Director of Finance of the County, at least one of whom must be an elected official (the “*Designated Representatives*”) are hereby authorized to proceed not later than December 5, 2022, without any further authorization or direction from the Board, to sell the Bonds upon the terms as prescribed in this Ordinance. The Bonds shall be executed as provided in this Ordinance as soon as possible after the delivery of the Bond Notification and thereupon deposited with the County Treasurer, and, after authentication thereof by the Bond Registrar, be by said Treasurer delivered to the purchaser thereof (the “*Purchaser*”), upon receipt of the purchase price for the Bonds, the same being not less than 98.0% of the principal amount of the Bonds (exclusive of original issue discount, if any), plus accrued interest to date of delivery, if any. The Purchaser of the Bonds shall

be pursuant to a competitive sale conducted by the County's independent municipal advisor, Raymond James & Associates, Inc., Chicago, Illinois, the best bidder for the Bonds.

Prior to the sale of the Bonds, the County Executive or the Director of Finance of the County is hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale of the Bonds, which shall include the pertinent details of sale as provided herein (the "*Bond Notification*"). In the Bond Notification, the Designated Representatives shall find and determine that the Bonds have been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed the maximum rate otherwise authorized by applicable law. The Bond Notification shall be entered into the records of the County and made available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the Chairman of the Board, the County Clerk, the County Treasurer, the County Executive, the Director of Finance and any other officers of the County, as shall be appropriate, shall be and are each hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the County and the Purchaser (the

“Purchase Contract”). Prior to the execution and delivery of the Purchase Contract, the Designated Representatives shall find and determine that no person holding any office of the County, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the “Official Statement”) is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the County to consummate the transactions contemplated by the Purchase Contract, this Ordinance, said Preliminary Official Statement, the Official Statement and the Bonds.

Section 9. Treatment of Bonds as Debt. The Bonds shall be payable from the Pledged Revenues and the Pledged Taxes and do not and shall not constitute an indebtedness of the County within the meaning of any constitutional or statutory limitation, unless the Pledged Taxes shall be extended pursuant to the general obligation, full faith and credit promise supporting the Bonds, as set forth in Section 10 hereof, in which case the amount of the Bonds then outstanding shall be included in the computation of indebtedness of the County for purposes of all statutory provisions or limitations until such time as an audit of the County shall show that the Bonds have been paid from the Pledged Revenues for a complete fiscal year, in accordance with the Act.

Section 10. Alternate Revenue Source; Appropriation; Additional Obligations; Tax Levy. For the purpose of providing funds required to pay the interest on the Bonds promptly when and as the same falls due, and to pay and discharge the principal thereof at maturity, the County covenants and agrees with the purchasers and the owners of the Bonds that, as long as the Prior Parity Bonds are Outstanding, the Pledged Revenues shall be set aside as collected and be deposited in a separate fund, the County’s “Public Safety Sales Tax Revenue Fund,” as established

in the ordinances authorizing the Prior Parity Bonds, which shall constitute a trust fund for the sole purpose of carrying out the covenants, terms, and conditions of this Ordinance related to the Bonds as provided herein, including, without limitation, the continuance therein of the “Bond and Interest Account” (within which (i) there shall be a “Senior Debt Service Account,” from which the Bonds and the Prior Parity Bonds shall be payable, which shall include therein separate subaccounts: “2022A Pledged Revenues Subaccount” and “2022A Pledged Taxes Subaccount” identified with respect to the Bonds, and (ii) there may be a “Junior Debt Service Account”), and the “Surplus Account” (collectively, the “*Accounts*”) as set forth in Section 11 of the Ordinance authorizing the 1999 Bonds, Section 13 of the Ordinance authorizing the 2014 Bonds and Section 13 of the Ordinance authorizing the 2016 Bonds, which flow of funds is hereby expressly incorporated by reference and of which the Bonds shall constitute “Outstanding Senior Bonds.”

Once the Prior Parity Bonds are no longer Outstanding, the County may discontinue the “Public Safety Sales Tax Revenue Fund”, and in lieu thereof, establish a special fund of the County known as the “Alternate Bond Fund–Series 2022A” (the “*Bond Fund*”), with two subaccounts designated as the “2022A Pledged Revenues Subaccount” and as the “2022A Pledged Taxes Subaccount,” in which case the following provisions of this paragraph shall apply. The Bond Fund shall be a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the County by this Ordinance. The Bonds shall be secured by a pledge of all of the moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the County under this Ordinance are discharged. For the purpose of providing funds required to pay the interest on the Bonds promptly when and as the same falls due, and to pay and discharge the principal thereof at maturity, the County covenants and agrees with the purchasers and the owners of the Bonds that the County will deposit Pledged Revenues into the Bond Fund. All payments with respect to the Bonds shall be made directly from

the Bond Fund. Pledged Revenues shall be deposited to the credit of the 2022A Pledged Revenues Subaccount. Pledged Taxes on deposit to the credit of the Bond Fund shall be fully spent to pay the principal of and interest on the Bonds prior to use of any Pledged Revenues on deposit in the Bond Fund.

The Bonds are secured by a pledge of all of the moneys on deposit in the 2022A Pledged Revenues Subaccount and 2022A Pledged Taxes Subaccount, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the County under this Ordinance are discharged.

The Bonds are being issued on a parity with the Prior Parity Bonds to the extent the Prior Parity Bonds are payable from the Pledged Revenues. The County is authorized to issue from time to time additional bonds payable from the Pledged Revenues, and such additional bonds may share ratably and equally in the Pledged Revenues with the Bonds and the Prior Parity Bonds; *provided, however*, that no such additional bonds shall be issued except in accordance with the provisions of the Act.

For the purpose of providing additional funds to pay the principal of and interest on the Bonds, there is hereby levied upon all of the taxable property within the County, in the years for which any of the Bonds are Outstanding, a direct annual tax for each of the years while the Bonds or any of them are Outstanding, in amounts sufficient for that purpose, and there be and there hereby is levied upon all of the taxable property in the County the following direct annual taxes (the “*Pledged Taxes*”):

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:	
2022	\$2,800,000	for principal and interest up to and including January 1, 2024
2023	\$2,800,000	for principal and interest
2024	\$2,800,000	for principal and interest
2025	\$2,800,000	for principal and interest
2026	\$2,800,000	for principal and interest
2027	\$2,800,000	for principal and interest
2028	\$2,800,000	for principal and interest
2029	\$2,800,000	for principal and interest
2030	\$2,800,000	for principal and interest
2031	\$2,800,000	for principal and interest
2032	\$2,800,000	for principal and interest
2033	\$2,800,000	for principal and interest
2034	\$2,800,000	for principal and interest
2035	\$2,800,000	for principal and interest
2036	\$2,800,000	for principal and interest

Interest or principal coming due at any time when there are insufficient funds on hand from the Pledged Taxes to pay the same shall be paid promptly when due from current funds on hand in advance of the collection of the Pledged Taxes herein levied; and when the Pledged Taxes shall have been collected, reimbursement shall be made to said funds in the amount so advanced.

Other than as set forth in Section 12 hereof and in the next succeeding paragraph, the County covenants and agrees with the purchasers and the owners of the Bonds that so long as any of the Bonds remain Outstanding, the County will take no action or fail to take any action which in any way would adversely affect the ability of the County to collect the Pledged Revenues or to levy and collect the Pledged Taxes. The County and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues will be available and that the Pledged Taxes will be levied, extended and collected as provided herein and deposited as provided herein.

To the extent that the taxes levied above exceed the amount necessary to pay debt service on the Bonds as set forth in the Bond Notification, the Designated Representatives are hereby authorized to direct the abatement of Pledged Taxes to the extent of the excess of such levy in each

year over the amount necessary to pay debt service on the Bonds in the following bond year, the same being the twelve-calendar-month period commencing on January 2 of each year and ending on the following January 1 (“*Bond Year*”). Proper notice of such abatement shall be filed with the County Clerk.

Section 11. Filing of Ordinance. Forthwith upon the passage of this Ordinance, the County Clerk is hereby directed to file a certified copy of this Ordinance in the records of the County, and it shall be the duty of the County Clerk to annually in and for each of the years 2022 to 2036, inclusive, ascertain the rate percent required to produce the aggregate Pledged Taxes hereinbefore provided to be levied in each of said years; and the County Clerk shall extend the same for collection on the tax books in connection with other taxes levied in said years in and by the County for general corporate purposes of the County; and the County Clerk shall remit the Pledged Taxes for deposit to the credit of the 2022A Pledged Taxes Subaccount, and in said years the Pledged Taxes shall be levied and collected by and for and on behalf of the County in like manner as taxes for general corporate purposes of the County for said years are levied and collected, and in addition to and in excess of all other taxes. The Pledged Taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying principal of and interest on the Bonds.

Section 12. Abatement of Pledged Taxes. Whenever Pledged Revenues or other lawfully available funds of the County have been deposited into the 2022A Pledged Revenues Subaccount (of the Bond and Interest Account of the Revenue Fund or the Bond Fund) to pay debt service on the Bonds when due, so as to enable the abatement of the Pledged Taxes levied for the same, the Board or the officers of the County acting with proper authority shall direct the abatement of the Pledged Taxes by the amount of such funds on deposit in the 2022A Pledged Revenues

Subaccount, and proper notification of such abatement shall be filed with the County Clerk in a timely manner to effect such abatement.

Section 13. Pledged Revenues; General Covenants. The County covenants and agrees with the holders of the Bonds that, so long as any Bonds remain Outstanding:

A. For the purpose of providing funds required to pay the interest on the Prior Parity Bonds and the Bonds promptly when and as the same falls due, and to pay and discharge the principal thereof at maturity, the County covenants and agrees with the purchasers and the owners of the Prior Parity Bonds and the Bonds that the County will deposit the Pledged Revenues into the Revenue Fund/Bond Fund. The Pledged Revenues have been pledged to the payment of the Prior Parity Bonds and the provision of not less than an additional .25 times debt service. The Pledged Revenues are hereby pledged to the payment of the Bonds and the County Board covenants and agrees to provide for, appropriate, collect and apply the Pledged Revenues to the payment of the Bonds and the Prior Parity Bonds and the provision of not less than an additional .25 times debt service, all in accordance with Section 15 of the Act.

B. The County will punctually pay or cause to be paid from the Revenue Fund/Bond Fund the principal of and interest on the Bonds in strict conformity with the terms of the Bonds and this Ordinance, and it will faithfully observe and perform all of the conditions, covenants and requirements thereof and hereof.

C. The County will pay and discharge, or cause to be paid and discharged, from the Revenue Fund/Bond Fund any and all lawful claims which, if unpaid, might become a lien or charge upon the Pledged Revenues, or any part thereof, or upon any such funds in the hands of the Bond Registrar, or which might impair the security of the Bonds. Nothing herein contained shall require the County to make any such payment so long as the County in good faith shall contest the validity of said claims.

D. The County will keep, or cause to be kept, proper books of record and accounts, separate from all other records and accounts of the County, in which complete and correct entries shall be made of all transactions relating to the Pledged Revenues and the Revenue Fund/Bond Fund. Such books of record and accounts shall at all times during business hours be subject to the inspection of the holders of not less than ten per cent (10%) of the principal amount of the Bonds and the Prior Parity Bonds or their representatives authorized in writing.

E. The County will preserve and protect the security of the Bonds and the rights of the registered owners of the Bonds, and will warrant and defend their rights against all claims and demands of all persons. From and after the sale and delivery of any of the Bonds by the County, the Bonds shall be incontestable by the County.

F. The County will adopt, make, execute and deliver any and all such further ordinances, resolutions, instruments and assurances as may be reasonably necessary or proper to carry out the intention of, or to facilitate the performance of, this Ordinance and the ordinances or resolutions authorizing the Prior Parity Bonds, and for the better assuring and confirming unto the holders of the Bonds of the rights and benefits provided in this Ordinance.

G. As long as any Bonds are Outstanding, the County will continue to deposit the Pledged Revenues and, if necessary, the Pledged Taxes to the appropriate accounts of the Revenue Fund/Bond Fund. The County covenants and agrees with the purchasers of the Bonds and with the registered owners thereof that so long as any Bonds remain Outstanding, the County will take no action or fail to take any action which in any way would adversely affect the ability of the County to collect the Pledged Revenues. The County and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues and the Pledged Taxes may be collected as provided herein and deposited into the Revenue Fund/Bond Fund.

H. Once issued, the Bonds shall be and forever remain until paid or defeased the general obligation of the County, for the payment of which its full faith and credit are pledged, and shall be payable, in addition to the Pledged Revenues, from the levy of the Pledged Taxes as provided in the Act.

Section 14. Application of Proceeds. Accrued interest received on the delivery of the Bonds and principal proceeds of the Bonds in the amount set forth in the Bond Notification (not to exceed \$100,000), together with funds of the County on hand and lawfully available in the amount set forth in the Bond Notification, are hereby appropriated to pay interest on the Bonds and shall be deposited into the 2022A Pledged Taxes Subaccount of the Revenue Fund. The remaining principal proceeds of the Bonds, together with any premium received on the sale of the Bonds, are hereby appropriated for the purpose of paying the cost of the Project and the costs of issuance of the Bonds, and the portion thereof not needed to pay such costs of issuance shall be deposited into the “Project Fund–Series 2022A Bonds” of the County, hereby created. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Bond Registrar or the Purchaser on behalf of the County from the proceeds of the Bonds.

Section 15. Tax Exemption. The County hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including,

without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended (the “Code”), or would otherwise cause the interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The County acknowledges that, in the event of an examination by the Internal Revenue Service (the “IRS”) of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the County may be treated as a “taxpayer” in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The County also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the County responsible for issuing the Bonds, the same being the Chairman of the Board, the County Clerk, the County Treasurer, the County Executive and the Director of Finance, to make such further covenants and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the County and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting

documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the County in such compliance.

Section 16. Reimbursement. With respect to expenditures for the Project paid within the 60-day period ending on this date and with respect to which no declaration of intent was previously made, the County hereby declares its intent to reimburse such expenditures and hereby allocates proceeds of the Bonds in the amount indicated in the Tax Exemption Certificate and Agreement to be delivered in connection with the issuance of the Bonds to reimburse said expenditures.

Section 17. Registered Form. The County agrees that it will not take any action to permit the Bonds to be issued in, or converted into, bearer or coupon form.

Section 18. List of Bondholders. The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

Section 19. Duties of Bond Registrar. If requested by the Bond Registrar, the Chairman of the Board, the County Clerk, the County Treasurer, the County Executive and the Director of Finance are each authorized to execute the Bond Registrar's standard form of agreement between the County and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the County upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Bonds as provided herein;
- (d) to cancel and/or destroy Bonds which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;

(e) to furnish the County at least annually a certificate with respect to Bonds cancelled and/or destroyed; and

(f) to furnish the County at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

Section 20. Continuing Disclosure Undertaking. The Chairman of the Board, the County Treasurer, and the County Executive are each hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the “*Continuing Disclosure Undertaking*”). When executed and delivered on behalf of the County as herein provided, such Continuing Disclosure Undertaking will be binding on the County and the officers, employees and agents of the County, and the officers, employees and agents of the County are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of such Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Ordinance, the sole remedy for failure to comply with such Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the County to comply with its obligations under such Continuing Disclosure Undertaking.

Section 21. Provisions a Contract. The provisions of this Ordinance shall constitute a contract between the County and the owners of the outstanding Bonds. All covenants relating to the Bonds and the conditions and obligations imposed by Section 15 of the Act are enforceable by any holder of the Bonds affected, any taxpayer of the County and the People of the State of Illinois acting through the Attorney General or any designee.

Section 22. Municipal Bond Insurance. In the event the payment of principal of and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the “*Municipal Bond Insurance Policy*”) issued by a bond insurer (the “*Bond Insurer*”), and as long as such

Municipal Bond Insurance Policy shall be in full force and effect, the County and the Bond Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the County Executive or the Director of Finance of the County on advice of counsel, his or her approval to constitute full and complete acceptance by the County of such terms and provisions under authority of this Section.

Section 23. Record-Keeping Policy and Post-Issuance Compliance Matters. On September 18, 2014, the Board adopted a record-keeping policy (the “*Policy*”) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the County, the interest on which is excludable from “gross income” for federal income tax purposes or which enable the County or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the County hereby reaffirm the Policy.

Section 24. Severability. If any section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

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Section 25. Repeal. All ordinances or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

PASSED by the County Board of The County of Champaign, Illinois, this 17th day of November, 2022.

APPROVED:

Kyle Patterson, Chair
Champaign County Board

RECORDED
& ATTEST:

Aaron Ammons, County Clerk
And ex-officio Clerk of the Champaign
County Board
Date: _____

APPROVED:

Darlene A. Kloepfel, County Executive
Date: _____

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois, and as such official I do further certify that on the ____ day of _____, 2022, there was filed in my office a duly certified copy of Ordinance No. ____ entitled:

ORDINANCE authorizing the issuance of not to exceed \$20,000,000 of General Obligation Bonds (Public Safety Sales Tax Alternate Revenue Source) of the County for the purpose of consolidating the County’s jail facilities by constructing and equipping an addition attached to the existing satellite jail, providing for the pledge of certain revenues to the payment of principal and interest on the bonds and for the levy of property taxes sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and providing for the sale of the bonds to the purchaser thereof.

duly adopted by the County Board of The County of Champaign, Illinois, on the 17th day of November, 2022, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this ____ day of _____, 2022.

County Clerk of The County of Champaign,
Illinois

[SEAL]

ORDINANCE NO. 2022-18

ORDINANCE authorizing the issuance of not to exceed \$20,000,000 of General Obligation Bonds (General Sales Tax Alternate Revenue Source) of the County for the purpose of renovating, repairing and equipping the former County Plaza building for the relocation of various County offices, providing for the pledge of certain revenues to the payment of principal and interest on the bonds and for the levy of property taxes sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and providing for the sale of the bonds to the purchaser thereof.

* * *

WHEREAS, The County of Champaign, Illinois (the “*County*”), is a duly organized and existing unit of local government created and existing under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Counties Code of the State of Illinois, as amended (the “*Counties Code*”); and

WHEREAS, the County Board of the County (the “*Board*”) has determined that it is necessary and desirable to renovate, repair and equip the former County Plaza building for the relocation of various County offices (the “*Project*”); and

WHEREAS, the Project constitutes a lawful corporate purpose within the meaning of the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Act*”); and

WHEREAS, for the purpose of financing the Project and in accordance with the provisions of the Act, the Board, on the 22nd day of September, 2022, adopted an ordinance (the “*Authorizing Ordinance*”) authorizing the issuance of alternate bonds, being general obligation bonds payable (a) from receipts from the County’s distributive share of retailers’ occupation taxes, service occupation taxes, use taxes and service use taxes, including any replacement, successor or substitute taxes, but expressly excluding receipts from the special county retailers’ occupation tax for public safety and the related service occupation tax under 55 ILCS 5/5-1006.5 (the “*Pledged Revenues*”), and (b) from ad valorem taxes levied against all of the taxable property in the County without limitation as to rate or amount (as herein more fully defined, the “*Pledged Taxes*”), as

provided by the Act, to the amount of \$20,000,000, and that the Board hereby determines to issue not to exceed \$20,000,000 of the bonds so authorized at this time (the “*Bonds*”); and

WHEREAS, the Board hereby determines that the Pledged Revenues will provide in each year an amount not less than 1.25 times debt service of the Bonds, the same being the only debt obligations of the County payable from the Pledged Revenues; and

WHEREAS, such determination is supported by the most recent audit of the County, which audit is for a fiscal year ending not earlier than 18 months previous to the time of issuance of the Bonds (the “*Audit*”), has been presented to the Board and is now on file with the County Clerk of the County (the “*County Clerk*”); and

WHEREAS, on the 27th day of September, 2022, the Authorizing Ordinance, together with a notice in the statutory form (the “*Notice*”), was published in the *News-Gazette*, the same being a newspaper of general circulation in the County, and an affidavit evidencing the publication of the Authorizing Ordinance and the Notice has heretofore been presented to the Board and made a part of the permanent records of the Board; and

WHEREAS, more than thirty (30) days have expired since the date of publication of the Authorizing Ordinance and the Notice, and no petition with the requisite number of valid signatures thereon has been filed with the County Clerk requesting that the question of the issuance of the Bonds be submitted to referendum; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the County Executive, on the 22nd day of September, 2022, issued an order calling a public hearing (the “*Hearing*”) for the 20th day of October, 2022, concerning the intent of the Board to sell the Bonds; and

WHEREAS, notice of the Hearing was given by (i) publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *News-Gazette*, and

(ii) posting at least 48 hours before the Hearing a copy of said notice at the principal office of the Board; and

WHEREAS, the Hearing was held on the 20th day of October, 2022, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 20th day of October, 2022; and

WHEREAS, the Board is now authorized to issue alternate bonds to the amount of \$20,000,000 in accordance with the provisions of the Act, and the Board hereby determines that it is necessary and desirable that there be issued at this time an amount of not to exceed \$20,000,000 of the Bonds so authorized; and

WHEREAS, the Property Tax Extension Limitation Law of the State of Illinois, as amended (the “*PTELL*”), imposes certain limitations on the “aggregate extension” of certain property taxes levied by the County, but provides that the definition of “aggregate extension” contained in the *PTELL* does not include extensions made for any taxing district subject to the *PTELL* to pay interest or principal on bonds issued under Section 15 of the Act; and

WHEREAS, the County Clerk is therefore authorized to extend and collect the Pledged Taxes:

NOW, THEREFORE, Be It Ordained by the County Board of The County of Champaign, Illinois, as follows:

Section 1. Incorporation of Preambles; Acceptance of Audit. The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference. The Audit is hereby accepted and approved by the Board.

Section 2. Authorization. It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$20,000,000 upon the credit of the County and as evidence

of such indebtedness to issue alternate bonds, being general obligation bonds payable from the Pledged Revenues as provided by the Act, to said amount, the proceeds of said alternate bonds to be used to pay the costs of the Project, and it is necessary and for the best interests of the County that there be issued at this time not to exceed \$20,000,000 of the Bonds so authorized.

Section 3. Bond Details. There be borrowed on the credit of and for and on behalf of the County the sum of not to exceed \$20,000,000 for the purpose aforesaid; and that the Bonds shall be issued to said amount and shall be designated “General Obligation Bonds (General Sales Tax Alternate Revenue Source), Series 2022B” or with such other series designation as set forth in the Bond Notification (as hereinafter defined). The Bonds shall be dated such date (not prior to November 17, 2022) as set forth in the Bond Notification, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5,000 each or authorized integral multiples thereof (unless otherwise provided in the Bond Notification) (but no single Bond shall represent installments of principal maturing on more than one date), and shall be numbered 1 and upward. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to prior redemption as hereinafter described) on January 1 of each of the years (not later than 2044), in the amounts (not exceeding \$1,700,000 per year) and bearing interest at the rates per annum (not exceeding 6.0% per annum) as set forth in the Bond Notification.

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on January 1 and July 1 of each year, commencing on July 1, 2023, or as otherwise provided in the Bond Notification.

Interest on each Bond shall be paid by check or draft of Amalgamated Bank of Chicago, Chicago, Illinois (the “*Bond Registrar*”), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal corporate trust office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the County Executive and attested with the manual or facsimile signature of the County Clerk and shall have impressed or imprinted thereon the corporate seal of the County, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the County and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

Section 4. Registration of Bonds; Persons Treated as Owners. (a) General. The County shall cause books (the “*Bond Register*”) for the registration and for the transfer of the

Bonds as provided in this Ordinance to be kept at the principal corporate trust office of the Bond Registrar, which is hereby constituted and appointed the registrar of the County. The County is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the County for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the County shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the County of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal

representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the County or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bond, except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. Upon initial issuance, unless otherwise requested by the hereinafter-defined Purchaser, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto ("*Cede*"), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns ("*DTC*"). All of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Chairman of the Board, the County Executive, the County Clerk and the Bond Registrar are each authorized to execute and deliver, on behalf of the County, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the "*Representation Letter*"), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the County and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a "*DTC Participant*") or to any person on behalf of whom such a DTC Participant holds

an interest in the Bonds. Without limiting the immediately preceding sentence, the County and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The County and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the County's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the County to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this Ordinance shall refer to such new nominee of DTC.

In the event that (i) the County determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the County, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the County determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the County shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the County may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the County, or such depository's agent or designee, and if the County does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this Ordinance to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

Section 5. Redemption. All or a portion of the Bonds due on and after the date, if any, specified in the respective Bond Notification shall be subject to redemption prior to maturity at the option of the County from any available funds, as a whole or in part, and if in part in integral multiples of \$5,000 in any order of their maturity as determined by the County (less than all of the Bonds of a single series and maturity to be selected by the Bond Registrar), on the date specified in the Bond Notification (but not later than 10-1/2 years after the issuance of any Bonds), and on

any date thereafter, at the redemption price of par plus accrued interest to the date fixed for redemption.

The Bonds maturing on the date or dates, if any, indicated in the Bond Notification shall be subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date for the Bonds, on January 1 of the years, if any, and in the principal amounts, if any, as indicated in the Bond Notification. The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the County may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof. The County shall, at least forty-five (45) days prior to any optional redemption date (unless a shorter time period shall be satisfactory to the Bond Registrar) notify the Bond Registrar of such redemption date and of the principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Bond Registrar from the Bonds of such maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion. The

Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the County in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

Section 6. Redemption Procedure. Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the County by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,
- (4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,
- (5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the principal corporate trust office of the Bond Registrar, and
- (6) such other information then required by custom, practice or industry standard.

Unless moneys sufficient to pay the redemption price of the Bonds to be redeemed at the option of the County shall have been received by the Bond Registrar prior to the giving of such notice of redemption, such notice may, at the option of the County, state that said redemption shall

be conditional upon the receipt of such moneys by the Bond Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the County shall not redeem such Bonds, and the Bond Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys were not so received and that such Bonds will not be redeemed. Otherwise, prior to any redemption date, the County shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, and notwithstanding failure to receive such notice, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest on the Bonds due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal amount thereof.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Bond Registrar and shall not be reissued.

Section 7. Form of Bond. The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraphs [6] and thereafter, as appropriate, shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

REGISTERED
NO. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA

STATE OF ILLINOIS

THE COUNTY OF CHAMPAIGN

**GENERAL OBLIGATION BOND (GENERAL SALES TAX ALTERNATE REVENUE SOURCE),
SERIES 2022B**

See Reverse Side for
Additional Provisions

Interest Rate: _____% Maturity Date: January 1, 20____
Dated Date: _____, 2022 CUSIP: _____

Registered Owner: CEDE & Co.

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that The County of Champaign, Illinois (the “County”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on January 1 and July 1 of each year, commencing [July 1, 2023], until said Principal Amount is paid. The principal of this Bond is payable in lawful money of the United States of America at the principal corporate trust office of Amalgamated Bank of Chicago, Chicago, Illinois, as bond registrar and paying agent (the “Bond Registrar”). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the County maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the

Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the County are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the County, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of the Pledged Revenues and the Pledged Taxes to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, The County of Champaign, Illinois, by its County Board, has caused this Bond to be executed by the manual or duly authorized facsimile signature of its County Executive and attested by the manual or duly authorized facsimile signature of its County Clerk and its corporate seal impressed or reproduced hereon, all as appearing hereon and as of the Dated Date identified above.

SPECIMEN

County Executive

Attest:

SPECIMEN

County Clerk

Date of Authentication: _____, 2022

CERTIFICATE
OF
AUTHENTICATION

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the General Obligation Bonds (General Sales Tax Alternate Revenue Source), Series 2022B, of The County of Champaign, Illinois.

Bond Registrar and Paying Agent:
Amalgamated Bank of Chicago
Chicago, Illinois

AMALGAMATED BANK OF CHICAGO, as
Bond Registrar

By _____
MANUAL
Authorized Officer

[Form of Bond - Reverse Side]

THE COUNTY OF CHAMPAIGN, ILLINOIS

**GENERAL OBLIGATION BOND (GENERAL SALES TAX ALTERNATE REVENUE SOURCE),
SERIES 2022B**

[6] This Bond is one of a series of bonds issued by the County to renovate, repair and equip the former County Plaza building for the relocation of various County offices, in full compliance with the provisions of the Counties Code of the State of Illinois (the “Code”), and the Local Government Debt Reform Act of the State of Illinois (the “Act”), and all laws amendatory thereof and supplementary thereto, and is authorized by an ordinance adopted by the County Board of the County (the “Board”) on the 22nd day of September, 2022, and by an ordinance adopted by the Board on the 17th day of November, 2022 (the “Bond Ordinance”), in all respects as provided by law.

[7] [Optional and/or mandatory redemption provisions, if any, will be inserted here.]

[8] [Notice of any such redemption shall be sent by first class mail not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the County maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.]

[9] Bonds of the series of which this Bond is one are payable (a) from receipts from the County’s distributive share of retailers’ occupation taxes, service occupation taxes, use taxes and service use taxes, including any replacement, successor or substitute taxes, but expressly excluding receipts from the special county retailers’ occupation tax for public safety and the related service occupation tax under 55 ILCS 5/5-1006.5 (the “Pledged Revenues”), and (b) from ad valorem

taxes levied against all of the taxable property in the County without limitation as to rate or amount (the “*Pledged Taxes*”), all in accordance with the provisions of the Act and the Code.

[10] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal corporate trust office of the Bond Registrar in Chicago, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the Bond Ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[11] The Bonds are issued in fully registered form in the denomination of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the principal corporate trust office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the Bond Ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date[, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds].

[12] The County and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and neither the County nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

_____,
attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

Signature guaranteed: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Section 8. Sale of Bonds. Any two of the Chairman of the Board, the County Executive and the Director of Finance of the County, at least one of whom must be an elected official (the "Designated Representatives") are hereby authorized to proceed not later than December 5, 2022, without any further authorization or direction from the Board, to sell the Bonds upon the terms as prescribed in this Ordinance. The Bonds shall be executed as provided in this Ordinance as soon as possible after the delivery of the Bond Notification and thereupon deposited with the County Treasurer, and, after authentication thereof by the Bond Registrar, be by said Treasurer delivered to the purchaser thereof (the "Purchaser"), upon receipt of the purchase price for the Bonds, the same being not less than 98.0% of the principal amount of the Bonds (exclusive of original issue discount, if any), plus accrued interest to date of delivery, if any. The Purchaser of the Bonds shall be pursuant to a competitive sale conducted by the County's independent municipal advisor, Raymond James & Associates, Inc., Chicago, Illinois, the best bidder for the Bonds.

Prior to the sale of the Bonds, the County Executive or the Director of Finance of the County is hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale of the Bonds, which shall include the pertinent details of sale as provided herein (the "*Bond Notification*"). In the Bond Notification, the Designated Representatives shall find and determine that the Bonds have been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed the maximum rate otherwise authorized by applicable law. The Bond Notification shall be entered into the records of the County and made available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the Chairman of the Board, the County Clerk, the County Treasurer, the County Executive, the Director of Finance and any other officers of the County, as shall be appropriate, shall be and are each hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the County and the Purchaser (the "*Purchase Contract*"). Prior to the execution and delivery of the Purchase Contract, the Designated Representatives shall find and determine that no person holding any office of the

County, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the “*Official Statement*”) is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the County to consummate the transactions contemplated by the Purchase Contract, this Ordinance, said Preliminary Official Statement, the Official Statement and the Bonds.

Section 9. Treatment of Bonds as Debt. The Bonds shall be payable from the Pledged Revenues and the Pledged Taxes and do not and shall not constitute an indebtedness of the County within the meaning of any constitutional or statutory limitation, unless the Pledged Taxes shall be extended pursuant to the general obligation, full faith and credit promise supporting the Bonds, as set forth in Section 11 hereof, in which case the amount of the Bonds then outstanding shall be included in the computation of indebtedness of the County for purposes of all statutory provisions or limitations until such time as an audit of the County shall show that the Bonds have been paid from the Pledged Revenues for a complete fiscal year, in accordance with the Act.

Section 10. Bond Fund. There is hereby established a special fund of the County known as the “Alternate Bond Fund–Series 2022B” (the “*Bond Fund*”). The Bond Fund is a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the County by this Ordinance. The Bonds are secured by a pledge of all of the moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the County under this Ordinance are discharged.

Section 11. Alternate Revenue Source; Appropriation; Additional Obligations; Tax Levy. For the purpose of providing funds required to pay the interest on the Bonds promptly when and

as the same falls due, and to pay and discharge the principal thereof at maturity, the County covenants and agrees with the purchasers and the owners of the Bonds that the County will deposit Pledged Revenues into the Bond Fund. All payments with respect to the Bonds shall be made directly from the Bond Fund. There are hereby created two accounts in the Bond Fund, designated as the “Pledged Revenues Account” and as the “Pledged Taxes Account.” Pledged Taxes shall be deposited to the credit of the Pledged Taxes Account. Pledged Revenues shall be deposited to the credit of the Pledged Revenues Account. Pledged Taxes on deposit to the credit of the Bond Fund shall be fully spent to pay the principal of and interest on the Bonds prior to use of any Pledged Revenues on deposit in the Bond Fund.

The County is authorized to issue from time to time additional bonds payable from the Pledged Revenues, and any such additional bonds may share ratably and equally in the Pledged Revenues with the Bonds; *provided, however*, that no such additional bonds shall be issued except in accordance with the provisions of the Act.

For the purpose of providing additional funds to pay the principal of and interest on the Bonds, there is hereby levied upon all of the taxable property within the County, in the years for which any of the Bonds are outstanding, a direct annual tax for each of the years while the Bonds or any of them are outstanding, in amounts sufficient for that purpose, and there be and there hereby is levied upon all of the taxable property in the County the following direct annual taxes (the “*Pledged Taxes*”):

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:	
2022	\$1,750,000	for principal and interest up to and including January 1, 2024
2023	\$1,750,000	for principal and interest
2024	\$1,750,000	for principal and interest
2025	\$1,750,000	for principal and interest
2026	\$1,750,000	for principal and interest
2027	\$1,750,000	for principal and interest
2028	\$1,750,000	for principal and interest
2029	\$1,750,000	for principal and interest
2030	\$1,750,000	for principal and interest
2031	\$1,750,000	for principal and interest
2032	\$1,750,000	for principal and interest
2033	\$1,750,000	for principal and interest
2034	\$1,750,000	for principal and interest
2035	\$1,750,000	for principal and interest
2036	\$1,750,000	for principal and interest
2037	\$1,750,000	for principal and interest
2038	\$1,750,000	for principal and interest
2039	\$1,750,000	for principal and interest
2040	\$1,750,000	for principal and interest
2041	\$1,750,000	for principal and interest
2042	\$1,750,000	for principal and interest

Interest or principal coming due at any time when there are insufficient funds on hand from the Pledged Taxes to pay the same shall be paid promptly when due from current funds on hand in advance of the collection of the Pledged Taxes herein levied; and when the Pledged Taxes shall have been collected, reimbursement shall be made to said funds in the amount so advanced.

Other than as set forth in Section 13 hereof and in the next succeeding paragraph, the County covenants and agrees with the purchasers and the owners of the Bonds that so long as any of the Bonds remain outstanding, the County will take no action or fail to take any action which in any way would adversely affect the ability of the County to collect the Pledged Revenues or to levy and collect the Pledged Taxes. The County and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues will be available and that the Pledged Taxes will be levied, extended and collected as provided herein and deposited in the Bond Fund.

To the extent that the taxes levied above exceed the amount necessary to pay debt service on the Bonds as set forth in the Bond Notification, the Designated Representatives are hereby authorized to direct the abatement of Pledged Taxes to the extent of the excess of such levy in each year over the amount necessary to pay debt service on the Bonds in the following bond year, the same being the twelve-calendar-month period commencing on January 2 of each year and ending on the following January 1. Proper notice of such abatement shall be filed with the County Clerk.

Section 12. Filing of Ordinance. Forthwith upon the passage of this Ordinance, the County Clerk is hereby directed to file a certified copy of this Ordinance in the records of the County, and it shall be the duty of the County Clerk to annually in and for each of the years 2022 to 2042, inclusive, ascertain the rate percent required to produce the aggregate Pledged Taxes hereinbefore provided to be levied in each of said years; and the County Clerk shall extend the same for collection on the tax books in connection with other taxes levied in said years in and by the County for general corporate purposes of the County; and the County Clerk shall remit the Pledged Taxes for deposit to the credit of the Pledged Taxes Account of the Bond Fund, and in said years the Pledged Taxes shall be levied and collected by and for and on behalf of the County in like manner as taxes for general corporate purposes of the County for said years are levied and collected, and in addition to and in excess of all other taxes. The Pledged Taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying principal of and interest on the Bonds.

Section 13. Abatement of Pledged Taxes. Whenever Pledged Revenues or other lawfully available funds of the County have been deposited into the Bond Fund to pay debt service on the Bonds when due, so as to enable the abatement of the Pledged Taxes levied for the same, the Board or the officers of the County acting with proper authority shall direct the abatement of the Pledged

Taxes by the amount of such funds on deposit in the Bond Fund, and proper notification of such abatement shall be filed with the County Clerk in a timely manner to effect such abatement.

Section 14. Pledged Revenues; General Covenants. The County covenants and agrees with the holders of the Bonds that, so long as any Bonds remain outstanding:

A. The Pledged Revenues are hereby pledged to the payment of the Bonds; and the Board covenants and agrees to provide for, collect and apply the Pledged Revenues to the payment of the Bonds and the provision of not less than an additional 0.25 times debt service thereon, all in accordance with Section 15 of the Act.

B. The County will punctually pay or cause to be paid from the Bond Fund the principal of and interest on the Bonds in strict conformity with the terms of the Bonds and this Ordinance, and it will faithfully observe and perform all of the conditions, covenants and requirements thereof and hereof.

C. The County will pay and discharge, or cause to be paid and discharged, from the Bond Fund any and all lawful claims which, if unpaid, might become a lien or charge upon the Pledged Revenues, or any part thereof, or upon any such funds in the hands of the Bond Registrar, or which might impair the security of the Bonds. Nothing herein contained shall require the County to make any such payment so long as the County in good faith shall contest the validity of said claims.

D. The County will keep, or cause to be kept, proper books of record and accounts, separate from all other records and accounts of the County, in which complete and correct entries shall be made of all transactions relating to the Pledged Revenues and the Bond Fund. Such books of record and accounts shall at all times during business hours be subject to the inspection of the holders of not less than ten per cent (10%) of the principal amount of the outstanding Bonds or their representatives authorized in writing.

E. The County will preserve and protect the security of the Bonds and the rights of the registered owners of the Bonds, and will warrant and defend their rights against all claims and demands of all persons. From and after the sale and delivery of any of the Bonds by the County, the Bonds shall be incontestable by the County.

F. The County will adopt, make, execute and deliver any and all such further ordinances, resolutions, instruments and assurances as may be reasonably necessary or proper to carry out the intention of, or to facilitate the performance of, this Ordinance, and for the better assuring and confirming unto the holders of the Bonds of the rights and benefits provided in this Ordinance.

G. As long as any Bonds are outstanding, the County will continue to deposit the Pledged Revenues and, if necessary, the Pledged Taxes to the Bond Fund. The County

covenants and agrees with the purchasers of the Bonds and with the registered owners thereof that so long as any Bonds remain outstanding, the County will take no action or fail to take any action which in any way would adversely affect the ability of the County to collect the Pledged Revenues. The County and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues and, if necessary, the Pledged Taxes will be collected as provided herein and deposited into the Bond Fund.

H. Once issued, the Bonds shall be and forever remain until paid or defeased the general obligation of the County, for the payment of which its full faith and credit are pledged, and shall be payable, in addition to the Pledged Revenues, from the levy of the Pledged Taxes as provided in the Act and Section 11 hereof.

Section 15. Application of Proceeds. Accrued interest received on the delivery of the Bonds is hereby appropriated to pay interest on the Bonds and shall be deposited into the Pledged Taxes Account of the Bond Fund. The remaining principal proceeds of the Bonds, together with any premium received on the sale of the Bonds, are hereby appropriated for the purpose of paying the cost of the Project and the costs of issuance of the Bonds, and the portion thereof not needed to pay such costs of issuance shall be deposited into the “Project Fund–Series 2022B Bonds” of the County, hereby created. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Bond Registrar or the Purchaser on behalf of the County from the proceeds of the Bonds.

Section 16. Tax Exemption. The County hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended (the “Code”), or would otherwise cause the interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The County acknowledges that, in the event of an examination by the Internal Revenue Service (the “IRS”) of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the County may be treated as a

“taxpayer” in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The County also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the County responsible for issuing the Bonds, the same being the Chairman of the Board, the County Clerk, the County Treasurer, the County Executive and the Director of Finance, to make such further covenants and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the County and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the County in such compliance.

Section 17. Reimbursement. With respect to expenditures for the Project paid within the 60-day period ending on this date and with respect to which no declaration of intent was previously made, the County hereby declares its intent to reimburse such expenditures and hereby allocates proceeds of the Bonds in the amount indicated in the Tax Exemption Certificate and Agreement

to be delivered in connection with the issuance of the Bonds to reimburse said expenditures.

Section 18. Registered Form. The County agrees that it will not take any action to permit the Bonds to be issued in, or converted into, bearer or coupon form.

Section 19. List of Bondholders. The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

Section 20. Duties of Bond Registrar. If requested by the Bond Registrar, the Chairman of the Board, the County Clerk, the County Treasurer, the County Executive and the Director of Finance are each authorized to execute the Bond Registrar's standard form of agreement between the County and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the County upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Bonds as provided herein;
- (d) to cancel and/or destroy Bonds which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;
- (e) to furnish the County at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (f) to furnish the County at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

Section 21. Continuing Disclosure Undertaking. The Chairman of the Board, the County Treasurer, and the County Executive are each hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the "*Continuing Disclosure Undertaking*"). When executed and delivered on

behalf of the County as herein provided, such Continuing Disclosure Undertaking will be binding on the County and the officers, employees and agents of the County, and the officers, employees and agents of the County are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of such Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Ordinance, the sole remedy for failure to comply with such Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the County to comply with its obligations under such Continuing Disclosure Undertaking.

Section 22. Provisions a Contract. The provisions of this Ordinance shall constitute a contract between the County and the owners of the outstanding Bonds. All covenants relating to the Bonds and the conditions and obligations imposed by Section 15 of the Act are enforceable by any holder of the Bonds affected, any taxpayer of the County and the People of the State of Illinois acting through the Attorney General or any designee.

Section 23. Municipal Bond Insurance. In the event the payment of principal of and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the “*Municipal Bond Insurance Policy*”) issued by a bond insurer (the “*Bond Insurer*”), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the County and the Bond Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the County Executive or the Director of Finance of the County on advice of counsel, his or her approval to constitute full and complete acceptance by the County of such terms and provisions under authority of this Section.

Section 24. Record-Keeping Policy and Post-Issuance Compliance Matters. On September 18, 2014, the Board adopted a record-keeping policy (the “*Policy*”) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the County, the interest on which is excludable from “gross income” for federal income tax purposes or which enable the County or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the County hereby reaffirm the *Policy*.

Section 25. Severability. If any section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Section 26. Repeal. All ordinances or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

PASSED by the County Board of The County of Champaign, Illinois, this 17th day of November, 2022.

APPROVED:

Kyle Patterson, Chair
Champaign County Board

RECORDED
& ATTEST:

Aaron Ammons, County Clerk
And ex-officio Clerk of the Champaign
County Board
Date: _____

APPROVED:

Darlene A. Kloeppe, County Executive
Date: _____

STATE OF ILLINOIS)
) SS
COUNTY OF CHAMPAIGN)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois, and as such official I do further certify that on the ____ day of _____, 2022, there was filed in my office a duly certified copy of Ordinance No. ____ entitled:

ORDINANCE authorizing the issuance of not to exceed \$20,000,000 of General Obligation Bonds (General Sales Tax Alternate Revenue Source) of the County for the purpose of renovating, repairing and equipping the former County Plaza building for the relocation of various County offices, providing for the pledge of certain revenues to the payment of principal and interest on the bonds and for the levy of property taxes sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and providing for the sale of the bonds to the purchaser thereof.

duly adopted by the County Board of The County of Champaign, Illinois, on the 17th day of November, 2022, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this ____ day of _____, 2022.

County Clerk of The County of Champaign,
Illinois

[SEAL]

RESOLUTION NO. 2022-259

PURCHASES NOT FOLLOWING PURCHASING POLICY

November 2022

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 November 17, 2022 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

FOR COUNTY BOARD APPROVAL
11/7/22

PURCHASES NOT FOLLOWING THE PURCHASING POLICY AND EMERGENCY PURCHASES

For items paid 10/1/22 to 11/4/22

DEPARTMENT	APPROPRIATION #	INV/PO DATE	PAID DATE	DESCRIPTION	VENDOR	AMOUNT
FY22 Overdrawn Budgeted Expenditure Lines Treasurer (Tax Sale Automation Fund)	2619-026-50030x			FY22 OVER BUDGET. Pending budget amendment (Munis #513) for Finance Committee approval at CoTW 11/9/2022.	Payroll	\$ 10,009.20
EMERGENCY PURCHASE Capital Asset Replacement Fund—Facilities Planning	3105-059-800501	11/1/2022		Due to time sensitivity job was not let for bid. Three quotes were obtained instead.	A & R Mechanical Contractors, Inc.	\$ 87,972.42
NO PURCHASE ORDER ISSUED Circuit Clerk	2630-030-502001	5/25/2022	11/4/2022	Additional work beyond original agreement from 2020. Please refer to Resolution #2022-220 budget amendment approved in October 2022.	JANO Technologies, Inc	\$ 86,886.88

***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. 2022-260

PAYMENT OF CLAIMS AUTHORIZATION

November 2022

FY 2022

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$12,100,583.70 including warrants 10284 through 11289 and ACH payments 500163 through 500275 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 \$12,100,583.70 including warrants 10284 through 11289 and ACH payments 500163 through 500275 is approved.

PRESENTED, ADOPTED, APPROVED, by the County Board this 20th day of November 22, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppel, County Executive
Date: _____

RESOLUTION NO. 2022-261

BUDGET AMENDMENT

November 2022

FY 2022

WHEREAS, The County Board has approved the following amendment to the FY2022 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2022 budget.

Budget Amendment BUA 2022/11/125

Fund: 2679 Child Advocacy Center
Dept: 179 Child Advocacy Center

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
502001 Professional Services	<u>18,500</u>
	Total 18,500
Increased Revenue:	
None: from fund balance	<u>0</u>
	Total 0

REASON: Increase spending authority in professional services using the Child Advocacy Center fund balance to cover the increase in costs for victims of abuse.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

Journal Proof Report



Journal Number: 125 Year: 2022 Period: 11 Description: Exp Amendm Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2679-00-0254t-02-179-000-000-0000-502001-	PROFESSIONAL SERVICES	counseling	N	\$18500.00	
			Journal 2022/11/125	Total	\$18500.00	\$0.00

Fund: 2679 Child Advocacy Center

Dept: 179 Child Advocacy Center

Reason: Increase spending authority in professional services using the Child Advocacy Center fund balance to cover the increase in costs of counseling for victims of abuse.

Fund	Account Description	Debit	Credit
2679	CHILD ADVOCACY CENTER		
	2679-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$18500.00
	2679-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$18500.00	
	Fund Total	18500	18500

Kari S. Miller
Executive Director



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

MEMO

DATE: November 7, 2022
TO: Honorable Members of the Champaign County Board
FROM: Kari Miller, Executive Director
RE: Budget Amendments 22 Journal Entry 125

This memo is in reference to Budget Amendments 22-125. This budget amendment is to increase the spending authority for the Children's Advocacy Center in professional services using the CAC fund balance to cover the increase in costs of counseling for victims of abuse. This increase will temporarily affect the CAC's fund balance as the funds for counseling services are provided on a monthly reimbursement basis from the FY23 VOCA (Victims of Crime Act) grant. The fiscal year for grants for the CAC is July 1, 2022-June 30, 2023, which does not coincide with the County fiscal year. This one-sided budget amendment will allow the CAC to spend funds allocated to the Center that can be spent over the terms of the grant fiscal year to cover the cost of counseling over the next two months. These grant funds would then not be spent in the county fiscal year 2023 during the remainder of the VOCA grant cycle.



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

Champaign County Children's Advocacy Center
1601 East Main Street • Urbana, IL 61802 • Phone: 217.384.1266 • Fax: 217.344.1214

RESOLUTION NO. 2022-262

BUDGET AMENDMENT

November 2022

FY 2022

WHEREAS, The County Board has approved the following amendment to the FY2022 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2022 budget.

Budget Amendment BUA 2022/11/159

Fund: 2092 Law Library

Dept: 074 Law Library

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

502001 Professional Services

6,850

Total 6,850

Increased Revenue:

400406 State – General Support

6,850

Total 6,850

REASON: To receive a grant from the Illinois Access to Justice for supporting self-represented litigants at the Help Desk.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded

& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

Journal Proof Report



Journal Number: 159 Year: 2022 Period: 11 Description: ADJST BDGT Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit	
BUA	2092-00-0254t-02-074-000-000-0000-502001-	PROFESSIONAL SERVICES	INC TO MATCH REVENUE	N	\$6850.00		
BUA	2092-00-0215a-02-074-000-000-0000-400406-	STATE - GENERAL SUPPORT	INC TO MATCH EXPENSE	N		\$6850.00	
				Journal 2022/11/159	Total	\$6850.00	\$6850.00

Fund: 2092 Law Library
 Dept: 074 Law Library
 Reason: To receive a grant from the Illinois Access to Justice for supporting self-represented litigants at the Help Desk

Fund	Account Description	Debit	Credit	
2092	LAW LIBRARY			
	2092-00-0146t-00-000-000-000-0000-300101- BUDGETED REVENUES	\$6850.00		
	2092-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$6850.00	
		Fund Total	6850	6850

CHAMPAIGN COUNTY CIRCUIT COURT

101 East Main Street, Rm. 213
Urbana, Illinois 61801

Beth Smith
Executive Assistant



Telephone (217) 239-5788
Fax (217) 384-8424

MEMORANDUM

TO: Kyle Patterson, Champaign County Board Chair
Champaign County Board Members
Darlene Kloeppel, Champaign County Executive

FROM: Beth Smith, Executive Assistant to the Court Administrator

DATE: November 8, 2022

RE: Budget Amendment Request – Journal Number 159 and 172 (added 11-9) *B.S.*

The Circuit Court Law Library has received a grant from Illinois Access to Justice in the amount of \$6,850.00 for the purpose of supporting self-represented litigants at the Help Desk located in the courthouse lobby. The grant funds will go first to the salary of Land of Lincoln, Navigator employee, Tom Sweeney, and if funds allow, the remainder will be used to purchase extra tech equipment for the help desk. We are requesting additional appropriation for these expenses.

In addition, the Circuit Court has also received a reimbursement from the State of Illinois in the amount of \$15,800.00 as reimbursement for certified interpreter fees paid out in the past year. As the number of interpreters needed has increased over the past year, we would like to increase appropriation to our current Professional Services line for this amount.

Cash receipts for both were submitted to the Treasurer's Office on Sept. 28 and have been deposited to the State and General Support accounts in the corresponding funds.

Thank you,

Beth Smith

Beth Smith
Executive Assistant

Hon. Randall Rosenbaum
Chief Judge
Sixth Judicial Circuit
Moultrie County Courthouse
10 S Main Street, Suite 12
Sullivan, IL 61951

July 11, 2022

Dear Chief Judge Rosenbaum:

Congratulations! The Illinois Supreme Court Commission on Access to Justice (Commission) is pleased to announce that the Sixth Judicial Circuit, Champaign County is a recipient of a Self-Represented Litigant Coordinator grant in the amount of \$6,850 to support the Self-Represented Litigant Coordinator Lori Hansen and Beth Smith with the project described in the Grant Agreement.

The details of your award amount, obligations, and limitations are outlined on the enclosed Grant Agreement. Please review, discuss with the Coordinator, and sign the Agreement. Electronic signatures are acceptable. The completed Grant Agreement and ATJ Commission Grant Payment Form should be returned by **July 25, 2022** to Jill Roberts at jroberts@illinoiscourts.gov. Failure to meet this deadline will result in a delay of check processing until mid-August.

We look forward to working collaboratively and creatively with you and the statewide network of Coordinators to identify new strategies for improving access to justice across Illinois.

Sincerely,



Hon. Mary K. Rochford
Chair
Illinois Supreme Court Commission on
Access to Justice

ILLINOIS SUPREME COURT COMMISSION ON ACCESS TO JUSTICE SELF-REPRESENTED LITIGANT COORDINATOR

2022-2023 GRANT AGREEMENT

NAME OF GRANTEE: Sixth Judicial Circuit (Champaign County)

ADDRESS: Champaign County Courthouse
101 East Main St.
Urbana, IL 61801

DESIGNATED COORDINATOR: Lori Hansen and Beth Smith

GRANT AMOUNT: \$6,850

GRANT PERIOD: Aug. 1, 2022-July 31, 2023

This Grant Agreement is hereby entered into between Grantee and the Grantor, Illinois Supreme Court Commission on Access to Justice (ATJ Commission), as of the date the Grantee signs this Agreement. Both parties, intending to be bound by the terms and conditions of this Agreement, do hereby agree as follows:

GRANT CONDITIONS

Grant Purpose: The grant is to be used to support the designated Self-Represented Litigant Coordinator –**Lori Hansen and Beth Smith**– to purchase computer equipment and reimburse Land of Lincoln for staffing the Self-Help Center.

Grant Requirements:

Grantor shall:

- a) Facilitate an annual Court Navigator Network orientation training and monthly teleconferences with the Administrative Office of the Illinois Court (AOIC) and other Court Navigator Network members;
- b) Provide support to the Coordinator to further the Grant Purpose; and
- c) Disburse funds to support Grantee upon execution by the parties of this Grant Agreement.

Grantee shall:

- a) Be an active member of the Court Navigator Network;
- b) Attend all Network training programs and participate in monthly teleconferences with the AOIC and other Network members;



- c) Create, modify, and update self-help resources for the courthouse;
- d) Evaluate self-help services and resources to determine their effectiveness;
- e) Solicit ongoing feedback from litigants, judges, clerks, and other court staff about the effectiveness of self-help resources and programs;
- f) Act as a liaison between self-represented litigants and court staff;
- g) Track individuals served by the Project to be reported quarterly;
- h) Submit quarterly reports regarding individuals served, budget expenditures, and grant activities as described below;
- i) Update the AOIC about Project activities including inviting the AOIC and ATJ Commission to events related to the grant;
- j) Identify new program needs (*e.g.*, mediation, remote appearances, dedicated *pro se* calls); and
- k) Develop new partnerships with community organizations (*e.g.*, bar association *pro bono* programs, volunteer greeters, public libraries, social service providers);
- l) Communicate with JusticeCorps leadership regarding any potential involvement of JusticeCorps members as part of the grant project and receive approval prior to involving JusticeCorps; and
- m) Authorize the ATJ Commission and AOIC to copy, use, and publish any images in any format taken during SRL Coordinator events including training or program events.

Reporting Requirements: Reports shall be submitted on a quarterly basis and are due on November 15, 2022; February 15, 2023, May 15, 2023; and August 15, 2023. The reports should be made on forms which will be provided and will ask for information on the project's activities and achievements, relevant data, number of litigants served, and financial expenditures for the period.

Notification of Changes in Personnel or Program: If there are significant changes in the Grantee's structure, mission, or personnel during the grant period, the Grantee must notify the Grantor of these changes in writing (via email) immediately. If the SRL Coordinator does not continue to work for the Grantee, the Grantee must appoint another employee to serve as the SRL Coordinator to satisfy the grant requirements. If the Grantee is unable to find another person to serve as the SRL Coordinator, Grantee shall return to the Grantor any funds not yet used by the Grantee.

Fund Disbursement: Grantee will provide the appropriate information for receiving payment of the Grant Amount by check. Upon receipt of this information and the executed Grant Agreement, Grantor will release the funds. The Illinois Supreme Court Commission on Access to Justice funds the SRL Coordinator grants. The Commission is funded through *pro hoc vice* and registration fees from Attorney Registration and Disciplinary Commission (ARDC) and royalties on some publications; the Commission does not receive any state funds. Therefore, no state funds are used for the SRL Coordinator grants.

Fund Recompense: Grantee must notify the Grantor in a timely manner if the funds cannot or will not be spent in accordance with the purpose of the grant. Grantee shall return to Grantor any funds not used by the end of the grant period by August 30, 2023. If Grantee submits a written request (via email) during the fourth quarter of the program year informing Grantor that they will not be able to use all the funds and would like an extension to do so, Grantor may grant permission to utilize funds

beyond the end of the grant period rather than returning the unused funds.

If these conditions are acceptable, please sign this form (electronic signatures accepted) as well as the attached ATJ Commission Grant Payment Form and return them to Jill Roberts, Deputy Director, Access to Justice Division of the AOIC, at jroberts@illinoiscourts.gov by **July 25, 2022**.

Accepted by:

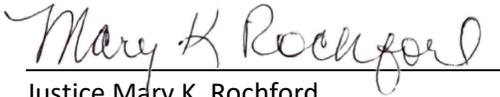
Hon. Randall Rosenbaum
Chief Judge of Sixth Circuit

Date: _____

Lori Hansen
Self-Represented Litigant Coordinator

Date: _____

For the Commission:



Justice Mary K. Rochford

Chair, Commission on Access to Justice

Date: July 11, 2022

Please email the completed agreement to: jroberts@illinoiscourts.gov by July 25, 2022.

RESOLUTION NO. 2022-263

BUDGET AMENDMENT

November 2022

FY 2022

WHEREAS, The County Board has approved the following amendment to the FY2022 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2022 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2022 budget.

Budget Amendment BUA 2022/11/172

Fund: 1080 General Corporate
Dept: 031 Circuit Court

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:
502001 Professional Services

15,800
Total 15,800

Increased Revenue:
400406 State – General Support

15,800
Total 15,800

REASON: To receive reimbursement from the State of Illinois for certified interpreter fees paid out in the past year.

PRESENTED, ADOPTED, APPROVED by the County Board this 17th day of November, A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____

Journal Proof Report



Journal Number: 172 Year: 2022 Period: 11 Description: ADJST BDGT Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	1080-00-0215a-02-031-000-000-0000-400406	STATE - GENERAL SUPPORT	INC TO MATCH	N		\$15800.00
BUA	1080-00-0254t-02-031-000-000-0000-502001-	PROFESSIONAL SERVICES	EXPENSE	N	\$15800.00	
			INC TO MATCH			
			REVENUE			
				Journal 2022/11/172	Total	\$15800.00
						\$15800.00

Fund: 1080 General Corporate
 Dept: 031 Circuit Court
 Reason: To receive reimbursement from the State of Illinois for certified interpreter fees paid out in the past year.

Fund	Account Description	Debit	Credit
1080	GENERAL CORPORATE		
	1080-00-0146t-00-000-000-000-0000-300101-	\$15800.00	
	1080-00-0146t-00-000-000-000-0000-300301-		\$15800.00
	Fund Total	15800	15800

RESOLUTION NO. 2022-264

RESOLUTION APPROVING AWARD OF CONTRACT FOR
SATELLITE JAIL CONSOLIDATION PROJECT, PURSUANT TO ITB#2022-009

WHEREAS, The Champaign County issued ITB#2022-009 for the Satellite Jail Consolidation Project on September 29, 2022; and

WHEREAS, Bids were received on Wednesday, November 2, 2022, for the Satellite Jail Consolidation Project; and

WHEREAS, pursuant to the parameters and guidelines established by ITB 2022-009 the Facilities Director and Reifsteck Reid Architecture are recommending the award of contract to P.J. Hoerr, Inc for \$22,098,000.

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the award of contract to P.J. Hoerr, Inc. pursuant to ITB 2022-009 for the Champaign County Satellite Jail Consolidation Project for the amounts of \$22,098,000 and authorizes the County Executive to execute that Agreement.

PRESENTED, PASSED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloepfel, County Executive
Date: _____



November 7, 2022

Dana Brenner
Champaign County Facilities Director
1776 East Washington St.
Urbana, IL 61802

Re: Champaign County Jail Consolidation
Bid Results and Recommendations
RRCo Project #202190

Dear Mr. Brenner:

The following is Reifsteck Reid & Company Architects' bid analysis and recommendation for the Champaign County Jail Consolidation project. The project work was bid by a single prime contract to General Contractors and did not include any other separate contract divisions. The project scope was divided into Base Bid work for the addition to the Satellite Jail and contained two (2) Alternate Bids as follows:

- Alternate Bid 1: Enclose and provide outdoor exercise spaces 160 and 161
- Alternate Bid 2: Convert existing outdoor exercise spaces 157 and 159 into indoor exercise spaces

The Opinion of Probable Construction Cost (OPC) for base bid work was \$21,318,150, which included a 5% bidding contingency. Alternate Bid 1 was estimated at \$365,600, and Alternate Bid 2 was estimated at \$964,800. The total estimated cost with the alternate bids included with the base bid totaled \$22,648,550.

Reifsteck Reid & Company Architects (RRCo) actively solicited bids from a comprehensive list of contractors. Over fifty (50) plan holders including general contractors, subcontractors, suppliers, and plan rooms accessed the bidding sets through the Reifsteck Reid & Company-hosted ftp website.

Upon review that the bidding qualifications of all bidders had been completed, the lowest responsive and responsible bidder was identified and contacted by RRCo to ascertain the contractors' familiarity with the project documents' scope of work and requirements, and their willingness to proceed with the project work. Summaries of these conversations and bid cost analyses are below.

General Contractor (Single Prime Bid):

Bids were received, opened, and read aloud on November 2, 2022 at 2:00 pm. A total of five (5) bids from general contractors were received.

Initially upon opening the bids the apparent low bidder was Broeren Russo Builders, Inc., however shortly after the bid opening concluded they notified our office that they discovered a substantial clerical error with their bid. The resultant bid they submitted left them over one million dollars short of their intended bid number. They informed us that they intended to withdraw their bid, because attempting to move forward at the price they quoted would not be in the best interest of either their company or the County. We believe that their bid was submitted in good faith and contained an honest omission. In this case it is our recommendation that their request to withdraw their bid from consideration be granted by the County.

As a result, the apparent lowest successful bidder for this work is as follows:

P.J. Hoerr, Inc.	Base Bid:	\$ 20,840,000.00
	Alternate Bid 1:	\$ 375,000.00
	Alternate Bid 2:	\$ 880,000.00
	Total with Alternates:	<u>\$ 22,095,000.00</u>

The difference between P.J. Hoerr's Base Bid and the OPC is \$478,150, which is 2.24% under the estimated cost. The difference of the total with both the Alternate Bids included is \$553,550, which is about 2.44% under the estimated cost. After removing Broeren Russo's bid number from the group, the remaining four bids averaged out to \$22,132,000 for the Base Bid and \$23,499,250 for the total including both Alternate Bids, both of which were less than 5% more than the respective estimated costs. The relative closeness of the bids to one another in our opinion suggests that the bid documents communicated clear design intent and were sufficient in producing competitive pricing.

I've spoken with Craig Smith of P.J. Hoerr, Inc. (PJH) and discussed the bid results. He indicated that he is comfortable with their bid and has no concerns about completing the work according to the documents. Their Detention Equipment Contractor (DEC), Pauly Jail Building Company, and the Electronic Security System Integrator (ESSI), Accurate Controls, Inc., were on the preapproved lists of DEC's and ESSIs listed in the Project Manual, and they are both very familiar with the project scope and the design requirements. PJH is planning to provide us with a list of their other major subcontractors soon. PJH has reviewed the Project Labor Agreement requirements and will adhere to all requirements set. They will abide by the Illinois Prevailing Wage Act required by public work. They plan to do all they can to identify any potential long lead items early and act accordingly to get materials on site when they'll be needed, to the best of their ability. After our discussion we feel that they have a good understanding of how critical all these issues are to a successful project.

Mr. Smith indicated that he is satisfied with their bid amount, understands the scope of the project work, and is confident in their ability to provide a successful project. They indicated they will follow the policies and procedures set by the County, the Jail, and the Department of Corrections. They have reviewed the construction documents, acknowledged all addenda, discussed all items which generated contractor questions during the bidding process, and have indicated that they would like to enter into an agreement with the County for this Work. Reifsteck Reid & Company Architects therefore has no hesitation to recommend P.J. Hoerr, Inc. be awarded a contract for the Champaign County Jail Consolidation project.

Respectfully submitted,

Chris Bieser, Project Manager
Reifsteck Reid & Company Architects

Attachments: Bid Opening Results
Bid Review Checklist from P.J. Hoerr, Inc.
Request to Withdraw Bid from Broeren Russo Builders, Inc.



Bid Opening
Champaign County Jail Consolidation
 Project # 202190

11/2/2022
 2:00pm, Brookens Administrative Center

	Bidder	Bid Bond	DEC Bid Listing Form (Y/N)	Addenda Acknowledged				Base Bid	Alt Bid 1	Alt Bid 2	Total Bid
				1	2	3	4				
				10/18/2022	10/26/2022	10/28/2022	10/28/2022				
1	Broeren Russo Builders, Inc. <i>*Withdrawn by bidder</i>	5%	Y	Y	Y	Y	Y	\$ 19,935,000.00	\$ 413,000.00	\$ 949,000.00	\$ 21,297,000.00
2	Williams Brothers Construction, Inc.	5%	Y	Y	Y	Y	Y	\$ 22,350,000.00	\$ 680,000.00	\$ 1,030,000.00	\$ 24,060,000.00
3	P.J. Hoerr, Inc.	5%	Y	Y	Y	Y	Y	\$ 20,840,000.00	\$ 375,000.00	\$ 880,000.00	\$ 22,095,000.00
4	River City Construction, LLC.	5%	Y	Y	Y	Y	Y	\$ 22,657,000.00	\$ 459,000.00	\$ 776,000.00	\$ 23,892,000.00
5	Grunloh Construction, Inc.	5%	Y	Y	Y	Y	Y	\$ 22,681,000.00	\$ 342,000.00	\$ 927,000.00	\$ 23,950,000.00
6											\$ -
7											\$ -
8											\$ -
9											\$ -
10											\$ -
11											\$ -
12											\$ -
13											\$ -
14											\$ -
15											\$ -

215 I hereby do certify that the bids submitted by the bidders whose names are recorded above were opened, read and recorded at the place and time specified in the bid information.

CeBies
 Architect / Project Manager

Bid Review

Project: Champaign County Jail Consolidation

Bid Date: 11/2/2022

RRCo Project No: 202190

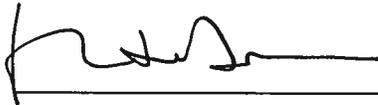
Division: General Trade
Bidder: PJ Hoerr, Inc.

Scope of Work Review: Base Bid Alternates Unit Prices Allowances

<i>Understand and Acknowledge Contract Conditions</i>	YES	NO	COMMENTS
Project Labor Agreement Policies & Procedures	x		
Prevailing Wage Requirements	x		
ALL Specification Sections Required for this Bid Package	x		
Representation at ALL Coordination Meetings (Kick-Off, Pre-Install & Weekly)	x		
Specification Submittal Requirements	x		
<i>Safety</i>	YES	NO	COMMENTS
Acknowledge Safety Program w/ ALL Worker & Supervisor Sign-Off Orientation Process	x		
Submit Company Safety Program	x		
Certify Employees are Trained in Company Program	x		
Will adhere to County's Security Procedures and Safety Requirements	x		
<i>Scope of Work</i>	YES	NO	COMMENTS
Visited Site and Reviewed Site Conditions	x		
Reviewed and acknowledged ALL addenda	x		
Satisfied that Bid amount covers entire Scope of Work, including ALL Notes, Drawings, and Specifications	x		
Work provided per Plans and Specifications	x		
Bid does not contain exclusions	x		
Bid does not contain discrepancies	x		
Bid does not contain deviations such as substitutions or voluntary alternates by you or your subcontractors not already approved by Addenda	x		
Understand and Acknowledge Site Logistics (including required coordination with site access and staging and laydown areas)	x		

Understand Attendance, Participation & Contribution at ALL Coordination Meetings	x		
Shop Drawings & Submittals – Coordinate Approval with Delivery and Installation Time Frames <ul style="list-style-type: none"> Identify Long Lead Items? 	x		
Acknowledge Housekeeping Responsibility <ul style="list-style-type: none"> Daily Housekeeping Final Cleaning 	x		
Coordination with DOC and Facility Operations	x		
Schedule	YES	NO	COMMENTS
Bidder will Achieve the Substantial Completion and Final Completion Dates (when determined in Contract)	x		
Bidder will Provide Workforce and/or Overtime as Required to Meet significant Milestone Schedule Dates	x		
Bidder will Achieve Milestones for Submittals, Material Ordering, etc. so Schedule will NOT be Negatively Impacted	x		
Bidder will Deliver ALL Material to Coordinate and Incorporate their Work into other Contractor's Work, Congruent with the Intention of the Documents	x		
Bidder understands that they are Solely Responsible for the Timely Delivery of their Material	x		
Bidder will Coordinate Construction Schedule, including Renovation Work within the Existing Building, with County's Day-to-Day Operations and DOC Requirements	x		

Reviewed and Acknowledged:

Bidder/Contractor Signature: 

Name: Kirk L. Anderson

Date: 11-7-22

Chris Bieser

From: Sky Sanborn <ssanborn@broeren-russo.com>
Sent: Wednesday, November 2, 2022 3:34 PM
To: Chris Bieser
Cc: Jim Lopez; Gene Lenzi
Subject: Champaign County Jail - BRBI Bid Withdrawal

Chris-

I am writing to confirm our telephone conversation earlier today in which I gave notice to and advised you of the existence of a substantial material error in the bid Broeren Russo Builders, Inc. submitted today for the Champaign County Satellite Jail Consolidation project.

Immediately following submission of the bid we identified that the subcontractor bid for Steel Fabrication & Erection of \$1,055,000.00 was not properly entered into our estimating software, and a value of \$0.00 was included in the total bid. This is simply a rare and unfortunate clerical error.

While we were hoping the hours of effort and research we invested would result in a successful bid, I hope you will understand and agree that accepting BRBI's bid as submitted would be potentially disastrous for both our firm and Champaign County as the client.

In view of the error involved, we hereby respectfully request permission to immediately withdraw our bid from consideration.

Please confirm this permission as soon as possible, and feel free to contact me directly for any additional clarification.

Thanks,

Sky Sanborn

Executive Vice President / COO

Broeren Russo Builders, Inc.

Construction Managers

602 N. Country Fair Drive - Champaign, IL 61821

217-202-2589 - www.broeren-russo.com - [Email Disclosure](#)

RESOLUTION NO. 2022-265

RESOLUTION HONORING RETIRING COUNTY EMPLOYEES

WHEREAS, It is the vision of the Champaign County Board to be a recognized leader in local government where every official and employee has a personal devotion to excellence in public service and embraces the highest standards of ethics and integrity, which enables Champaign County to provide the best customer services to its citizens; and

WHEREAS, One element of pursuing this vision is communicating to employees that their service to Champaign County is valued and appreciated; and

WHEREAS, Champaign County employees admirably serve the people of Champaign County with full commitment to the responsibilities of County offices, work in partnership with fellow employees and County officials, and have dedication to the best interests of all the people of Champaign County; and

WHEREAS, The Champaign County Board wishes to recognize the dedication and service of the employees who are retiring in FY2022;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board recognizes each of the aforementioned retiring Champaign County employees as an asset to the citizens of Champaign County and expresses gratitude and sincere appreciation for their years of service.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November A.D. 2022.

<u>Name</u>	<u>Years of Service</u>
Carolyn Walker	6
Krist Sallee	9
Sara Wilham	11
Traci L. Swisher	12
Peggy Nelson	14
Michael Thomas	14
Arnold D. Mathews	20
Mike Williams	20
Kevin L. Franzen	22
Susan M. Monte	23
Michelle C. Mennenga	25
Kimberly A. Ritchie	25
James Hogue	27
Lori A. Busboom	28
Debbie Heiser	35

Kyle Patterson, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Darlene A. Kloeppe, County Executive
Date: _____

RESOLUTION NO. 2022-266

RESOLUTION HONORING COUNTY EMPLOYEES

WHEREAS, It is the vision of the Champaign County Board to be a recognized leader in local government where every official and employee has a personal devotion to excellence in public service and embraces the highest standards of ethics and integrity, which enables Champaign County to provide the best customer services to its citizens; and

WHEREAS, One element of pursuing this vision is communicating to employees that their service to Champaign County is valued and appreciated; and

WHEREAS, Champaign County employees admirably serve the people of Champaign County with full commitment to the responsibilities of County offices, work in partnership with fellow employees and County officials, and have dedication to the best interests of all the people of Champaign County; and

WHEREAS, The Champaign County Board wishes to recognize the dedication and service of the employees who have reached 5, 10, 15, 20, 25, 30, and 35-year milestones in FY2022;

NOW, THEREFORE, BE IT RESOLVED That the County Board of Champaign County hereby recognizes each of the aforementioned Champaign County employees as an asset to the citizens of Champaign County and expresses gratitude and sincere appreciation for their years of service.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 17th day of November, A.D., 2022.

<u>Name</u>	<u>Years of Service</u>
Susan Norris	5
Mary Tewell	5
Brianna K. Harrison	5
Christine Rantissi	5
Elaine C. Carter	5
Andrew W. Kolakowski	5
Melissa L. Studniarz	5
Jennifer E. Marner	5
Jarod Tinsley	5
Keyana L. Jackson	5
Katie Harmon	5
Angela Lewis	5
Maria Morrow	5
Kathleen Reardon	5
Dalitso Sulamoyo	5
Maurey Williamson	5
Anna Bruno	5

<u>Name</u>	<u>Years of Service</u>
Terri Holmes	5
Teresa Norman	5
Jennifer Spain	5
Diana Burress	5
Jawonda Clark	5
Nicole Darby	10
Stephanie Berry	10
Tammy S. Hayden	10
Bobbi Vliet	10
Bryan E. Malloch	10
Matthew P. Banach	10
Brad Gould	10
Naomi Jones	10
Kristin Ruggles	10
Linda Mccoy	10
Kevin Koontz	10
Vaughn Wilson	10
Nancy Heath-Hoikkala	10
Timea Price	10
DeShonna Matthew	15
Kari Miller	15
Robert D. Baker	15
Jenna A. Vermillion	15
Stephanie N. Senter	15
Steven W. Barkley	15
Joshua D. Sapp	15
Mark A. Maidens	15
Scott A. Larson	15
Jennifer Feeney	15
Kaley Spencer	15
Janelle Kulmala	15
Gladys Perez	15
Michelle Grimm	15
Gabriel Lewis	15
Christy Martin	15
Dana Smith	15
Heather E. Gill	20
Kara L. Helm	20
James E. Spence	20
Stephen J. Winters	20
Malgorzata Adamczyk	20

<u>Name</u>	<u>Years of Service</u>
Shannon L. Siders	20
Teressa R. Carr	20
Toni M. Ceaser	20
Patricia A. Layton	25
Linda Osborne	25
Latonya D. Stovall	25
Staci J. Sherrick	25
Patricia Walls	25
Lisa Withrow	25
Michael L. Shelato	25
Stephanie Howard-Gallo	25
Jason A. Atwood	25
Jonathan P. Reifsteck	25
Linda Dyer	25
Heather K. Rumble	30
Curtis L. Apperson	30
Dwayne D. Roelfs	30
Keith A. Willis	35

 Kyle Patterson, Chair
 Champaign County Board

Recorded
 & Attest: _____
 Aaron Ammons, County Clerk
 and ex-officio Clerk of the
 Champaign County Board
 Date: _____

Approved: _____
 Darlene A. Kloeppel, County Executive
 Date: _____



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloepfel, County Executive

MEMORANDUM

TO: County Board Members
FROM: Darlene Kloepfel, County Executive
 Kathy Larson, Economic Development Specialist/ARPA Project Manager
DATE: November 9, 2022
RE: ARPA Update

A project summary is listed below. Also attached to this memo are the financial overview and project timeline.

Projects that are complete, aside from the reporting process and/or future maintenance payments:

Project	County ARPA Funds	Other Funds	Outcome Overview
C-U at Home low-barrier winter shelter services	\$150,000	\$438,012	12/20/2021 – 4/15/2022: Men’s shelter served 161 unduplicated clients; Women’s shelter served 41 unduplicated clients
UCSD past-due sewer / water bill assistance	\$150,000	N/A	Assisted 1,503 past-due (at least 60 days) residential accounts; maximum \$500 assistance per account
Clerk election equipment	\$228,960	N/A	Increases vote-by-mail processing capabilities, reduces reliance on in-person voting in response to the pandemic
County Plaza purchase	\$2,012,471	N/A	For County government services, classified under Revenue Replacement funds
Employee premium pay	\$758,799	N/A	Assisted 530 eligible County employees
Jail full-body scanner	\$166,251	N/A	Assists with spatial distance to prevent and mitigate COVID

Contracts/IGAs that are being implemented:

- ARPA Project Management
- Auditor’s temporary part-time staff member
- CCMHB for mental health services (9 initiatives serving over 700 individuals so far; reporting and funding review/completion still underway)
- Broadband plan work
- County department projects
 - EMA mobile command post
 - Circuit Clerk’s partitions
 - Circuit Clerk equipment and technology
 - Jail consolidation professional services

- IT cybersecurity and upgrades
- Sheriff's Combatting Community Violence Campaign
- Jail COVID testing
- State's Attorney's Digital Evidence Management System
- Children Advocacy Center flooring
- County records digitization
- County Clerk VBM postage
- Court Services equipment and technology
- Assistance payments for past-due sewer/water bills with Village of Mahomet (serving 133 residential accounts so far), Sangamon Valley Public Water District
- Assistance payments for mental health and language barrier services via Immigrant Service Organizations led by the New American Welcome Center at the University YMCA (serving 28 individuals so far)
- Mahomet Aquifer Mapping with the University of Illinois (upcoming helicopter data collection)
- RPC household assistance (serving 258 individuals so far)
- Rural housing rehab projects with the Central Illinois Land Bank Authority
- Small business assistance funding contracts: EDC talent attraction program, Chamber eCommerce program, Chamber micro loan program, Justine PETERSEN loan program
- Rural water project funding: Penfield Water District, Pesotum Consolidated Drainage District, Sangamon Valley Public Water District (serving potential 123 future customers), Triple Fork Drainage District, Village of Ivesdale, Village of Ludlow (serving 173 households), Village of Ogden, Village of Royal, Village of St. Joseph, Village of Pesotum
- Community violence intervention contracts: Crime Stoppers, A Vision to Succeed, DREAM
- Broadband advocacy with the Champaign County Farm Bureau
- Nonpoint source pollution prevention water project funding contracts: Champaign County Environmental Stewards (campaign study underway), Champaign County Farm Bureau
- Emergency shelter renovation assistance through Housing Authority of Champaign County
- Community violence intervention contracts: HACC Supportive Services, HACC Landlord Incentives
- Early Childhood Center (facility purchase in process)

Projects that are in contract negotiation/approvals stage:

- Community violence intervention contract: H3 Coalition/First Followers
- Small business assistance funding contracts: EDC low hurdle grant program
- Broadband initiatives: Volo assistance for HACC properties; Volo rural infrastructure, NextLink rural infrastructure
- Affordable housing assistance: Habitat for Humanity

Budgeted and being discussed further for specific projects:

- Sheriff's updated camera system – waiting for construction
- County Clerk space assessment – waiting for construction

Projections for remaining ARPA funding:

- The ARPA Revenue and Expense Projections chart attached provides the projected revenue and expenses that have been discussed.

ARPA Projects/Tasks Timeline

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022
<div style="display: flex; justify-content: space-between; align-items: center;"> Completed Current Tasks for Topic * In Process/Priority Projected for Future </div>												
Champaign County ARPA Funds												
Project List 1/2022 - 12/2022												
(as of 11/2022 working draft)												
Administration												
Coordination regarding ARPA rules, regulations, updates											*	
Coordination regarding ARPA reporting requirements											*	
Coordination and analysis of data for reporting											*	
Communication with recipients, partners, board, staff, others											*	
Communications regarding proposal discussions											*	
Draft and execute contracts as needed											*	
Research additional sources of funding for initiatives											*	
Determine adherence of projects with federal requirements											*	
Coordination of job description and hiring of grant writer												
Evaluate active projects with intended outcomes											*	
Work with recipients on ongoing performance reporting											*	
Submission of reports to Department of Treasury												
Affordable Housing Assistance												
Contract/funding/reporting - C-U at Home												
Contract/funding/reporting - Housing Authority											*	
Contract/funding/reporting - Central IL Land Bank Authority											*	
Contract coordination - Habitat for Humanity											*	
Broadband Projects												
Coordination with broadband consultant												
Coordination with broadband professional services											*	
Contract/funding/reporting - CCFB for broadband advocacy											*	
Contract coordination - Volo for HACC properties											*	
Contract coordination - Volo for rural broadband											*	
Contract coordination - NextLink for rural broadband											*	
Community Violence Intervention												
Discuss initiatives for violence intervention outcomes												
Contract/funding/reporting - Crime Stoppers											*	
Contract/funding/reporting - A Vision to Succeed											*	
Contract/funding/reporting - DREAAM											*	
Contract coordination - H3 Coalition											*	
Contract/funding/reporting - HACC Supportive Services											*	
Contract/funding/reporting - HACC Landlord Incentives											*	
County Department Costs												
Coordination with departments on purchase/projects											*	
Determine/distribute/report premium pay allocations												
Early Learning Assistance												
Contract/funding/reporting - County/RPC											*	
Household Assistance												
Contract/funding/reporting - RPC											*	
Contract/funding/reporting - UCSD												
Contract/funding/reporting - SVPWD											*	
Contract/funding/reporting - Mahomet											*	
Mental Health Services												
Coordination for reporting & monitoring											*	

ARPA Projects/Tasks Timeline

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022
Champaign County ARPA Funds												
Project List 1/2022 - 12/2022												
(as of 11/2022 working draft)												
Non-Profit Organization Assistance												
Contract/funding/reporting - Immigrant Service Orgs											*	
Small Business Assistance												
Discuss needs/timing/capacity												
Contract/funding/reporting - Chamber eCommerce											*	
Contract/funding/reporting - Chamber micro loans											*	
Contract/funding/reporting - EDC grants											*	
Contract/funding/reporting - EDC talent attraction											*	
Contract/funding/reporting - Justine PETERSEN loans											*	
Water Infrastructure Project Assistance												
Contract/funding/reporting - Mahomet Aquifer Mapping											*	
Determine rural water district projects/allocations												
Contract/funding/reporting - Penfield Water District											*	
Contract/funding/reporting - Pesotum Cons. Drainage District											*	
Contract/funding/reporting - SVPWD											*	
Contract/funding/reporting - Triple Fork Drainage District											*	
Contract/funding/reporting - Village of Ivesdale											*	
Contract/funding/reporting - Village of Ludlow											*	
Contract/funding/reporting - Village of Ogden											*	
Contract/funding/reporting - Village of Pesotum											*	
Contract/funding/reporting - Village of Royal											*	
Contract/funding/reporting - Village of St. Joseph											*	
Contract/funding/reporting - Cover Crop Program											*	
Contract/funding/reporting - HHW Project											*	

	Projected 2021	Actual 2021	Budgeted 2022	Projected 2022	Actual 2022 (9/30/2022)	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected Totals
INCOME										
Dept of Treasury	\$20,364,815	\$20,364,815	\$20,364,815	\$20,364,815	\$20,364,815	\$0	\$0	\$0	\$0	\$40,729,630
Investment Interest (flex funds)	\$40,000	\$10,963	\$128,000	\$195,211	\$60,672	\$120,000				\$326,174
TOTAL INCOME	\$20,404,815	\$20,375,778	\$20,492,815	\$20,560,026	\$20,425,487	\$120,000	\$0	\$0	\$0	\$41,055,804
EXPENSES										
Administration										
Auditor Part-Time Staff			\$24,220	\$23,498	\$23,498					\$23,498
RPC Project Management Services	\$49,862	\$33,609	\$103,803	\$103,803	\$45,388	\$106,917	\$110,124	\$113,428	\$116,831	\$600,965
<i>Administration Subtotal</i>	\$49,862	\$33,609	\$128,023	\$127,301	\$68,886	\$106,917	\$110,124	\$113,428	\$116,831	\$624,463
Affordable Housing Assistance			\$1,000,000							
C-U at Home				\$150,000	\$150,000					\$150,000
Central Illinois Land Bank Authority				\$250,000		\$250,000				\$500,000
Habitat for Humanity				\$120,000						\$120,000
Housing Authority of Champaign Co.				\$675,000						\$675,000
<i>Affordable Housing Subtotal</i>	\$0	\$0	\$1,000,000	\$1,195,000	\$150,000	\$250,000	\$0	\$0	\$0	\$1,445,000
Broadband Projects						\$7,000,000				\$7,000,000
Professional Services			\$1,000,000	\$222,350						\$222,350
CCFB - Broadband Advocacy				\$31,750						\$31,750
Finley/CCG Consulting				\$113,600	\$110,000					\$113,600
General/Other Prof. Services				\$2,800	\$2,719					\$2,800
UI - Broadband Survey				\$29,500	\$25,634					\$29,500
Capital			\$2,000,000							
NextLink Rural Broadband				\$1,200,000						\$1,200,000
Volo Rural Broadband				\$1,200,000						\$1,200,000
Volo HACC Properties Broadband				\$200,000						\$200,000
<i>Broadband Projects Subtotal</i>	\$0	\$0	\$3,000,000	\$3,000,000	\$138,353	\$7,000,000	\$0	\$0	\$0	\$10,000,000
Community Violence Intervention			\$1,500,000							
Crime Stoppers				\$100,000	\$25,000					\$100,000
A Vision to Succeed				\$15,000						\$15,000
DREAM House				\$500,000						\$500,000
H3 Coalition				\$500,000						\$500,000
Housing Authority Supportive Serv.				\$300,000						\$300,000
Housing Authority Landlord Inc.				\$85,000						\$85,000
To Be Determined (flex funds)						\$2,572,963				\$2,572,963
<i>Community Violence Intervention Subtotal</i>	\$0	\$0	\$1,500,000	\$1,500,000	\$25,000	\$2,572,963	\$0	\$0	\$0	\$4,072,963
County Department Projects										
Architect Services (flex funds)			\$2,000,000	\$0						\$0
Children's Advocacy Center Flooring			\$15,000	\$15,000	\$9,200					\$15,000
Circuit Clerk Digitization Equip			\$30,000	\$30,000						\$30,000

ARPA Revenue and Expense Projections

	Projected 2021	Actual 2021	Budgeted 2022	Projected 2022	Actual 2022 (9/30/2022)	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected Totals
Circuit Clerk Court Technology			\$85,055	\$85,055	\$84,295					\$85,055
Circuit Clerk Partition Office Furn.			\$102,383	\$129,847	\$129,847					\$129,847
Court Services Equipment			\$6,989	\$6,989						\$6,989
Court Services Digital Kiosk			\$6,000	\$6,000						\$6,000
Clerk/Admin/Treas/Cor Digitization			\$475,000	\$475,000	\$193	\$1,257,000				\$1,732,000
County Clerk Equipment			\$105,000	\$228,960	\$228,960	\$10,000	\$10,000			\$248,960
County Clerk VBM Postage			\$95,000	\$95,000	\$74,589					\$95,000
County Clerk Space Assessment			\$500,000	\$0						\$0
County Plaza Purchase & Costs				\$2,012,471	\$2,012,471					\$2,012,471
IT A/V Equipment			\$40,000	\$40,000	\$14,800	\$125,000				\$40,000
IT Cybersecurity						\$275,000				\$125,000
IT Email Archival & Doc Mgmt										\$275,000
IT Laptop Replacement				\$3,219	\$3,219		\$120,000			\$123,219
IT Multi-factor Authentication				\$44,383	\$44,383					\$44,383
Other Equipment (flex funds)			\$2,490,714	\$98,854						\$98,854
Planning & Zoning (solid waste mgmt)						\$10,000				\$10,000
Premium Pay			\$750,000	\$758,799	\$758,799					\$758,799
Sheriff's Office Community Resource			\$12,500	\$12,500		\$7,500				\$20,000
Sheriff's Office COVID Testing				\$20,216	\$20,216					\$20,216
Sheriff's Office Explorer Mentorship			\$12,500	\$12,500	\$4,719	\$7,500				\$20,000
Sheriff's Office Full Body Scanner			\$175,000	\$166,251	\$166,251					\$166,251
Sheriff's Office Jail Project						\$5,000,000				\$5,000,000
Sheriff's Office Mobile Command Post			\$502,341			\$507,531				\$507,531
Sheriff's Office Updated Camera Syst.			\$525,000			\$1,350,000				\$1,350,000
State's Attorney Digital Evidence Syst.				\$163,432	\$163,432	\$111,414	\$110,000			\$384,846
To Be Determined (flex funds)			\$288,012	\$0		\$786,157				\$786,157
County Department Projects Subtotal	\$0	\$0	\$8,216,494	\$4,404,475	\$3,715,373	\$9,447,102	\$240,000	\$0	\$0	\$14,091,577
Early Learning Assistance										
Early Childhood Facility			\$1,500,000	\$2,000,000						\$2,000,000
Early Learning Assistance Subtotal	\$0	\$0	\$1,500,000	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Household Assistance										
RPC Household Assistance			\$450,000							
SVPWD Sewer Bill Assistance				\$263,000	\$65,750					\$263,000
UCSD Sewer Bill Assistance				\$150,000	\$150,000					\$150,000
Village of Mahomet Sewer Bill Assist.				\$25,000	\$12,500					\$25,000
Household Assistance Subtotal	\$0	\$0	\$450,000	\$450,000	\$228,250	\$0	\$0	\$0	\$0	\$450,000
Mental Health Services										
Mental Health Board Contracts	\$770,436	\$373,276		\$397,160	\$345,708					\$770,436
Mental Health Services Subtotal	\$770,436	\$373,276		\$397,160	\$345,708	\$0	\$0	\$0	\$0	\$770,436
Non-Profit Assistance						\$250,000				\$250,000

	Projected 2021	Actual 2021	Budgeted 2022	Projected 2022	Actual 2022 (9/30/2022)	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected Totals
Immigrant Service Organizations			\$250,000	\$250,000	\$83,333					\$250,000
<i>Non-Profit Assistance Subtotal</i>	\$0	\$0	\$250,000	\$250,000	\$83,333	\$250,000	\$0	\$0	\$0	\$500,000
Small Business Assistance			\$1,000,000							
Chamber: eCommerce				\$114,000						\$114,000
Chamber: MicroLoan Program				\$186,000						\$186,000
EDC: Low Hurdle Grant Program				\$400,000						\$400,000
EDC: Talent Attraction				\$50,000	\$15,000					\$50,000
Justine Petersen: Loan Program				\$250,000						\$250,000
<i>Small Business Assistance Subtotal</i>	\$0	\$0	\$1,000,000	\$1,000,000	\$15,000	\$0	\$0	\$0	\$0	\$1,000,000
Water Infrastructure Projects										
Mahomet Aquifer Mapping			\$500,000	\$500,000						\$500,000
Rural Water Project Assistance			\$2,000,000							
Penfield Water District				\$70,000						\$70,000
Pesotum Cons. Drainage District				\$75,000						\$75,000
Sangamon Valley Public Water Dist.				\$500,000	\$36,475					\$500,000
Triple Fork Drainage District				\$90,000						\$90,000
Village of Ivesdale				\$175,000						\$175,000
Village of Ludlow				\$340,000	\$224,780					\$340,000
Village of Ogden				\$200,000						\$200,000
Village of Pesotum				\$175,000						\$175,000
Village of Royal				\$200,000						\$200,000
Village of St. Joseph				\$100,000						\$100,000
Village of Tolono				\$75,000	on hold					\$75,000
Water Infrastructure Assistance						\$2,500,000				\$2,500,000
HHW Project Assistance				\$650,000	\$162,500					\$650,000
Cover Crop Program Assistance				\$245,000						\$245,000
<i>Water Infrastructure Projects Subtotal</i>	\$0	\$0	\$2,500,000	\$3,395,000	\$423,755	\$2,500,000	\$350,124	\$113,428	\$116,831	\$5,895,000
TOTAL EXPENSES	\$820,298	\$406,885	\$19,544,517	\$17,718,936	\$5,193,657	\$22,126,982	\$350,124	\$113,428	\$116,831	\$40,849,439