

# COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois  
Thursday, May 18, 2017 – 6:30 p.m.

Lyle Shields 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

### Standing Committees:

- A. County Facilities Committee Meeting – Tuesday, June 6, 2017 @ 6:30 p.m.  
Lyle Shields Meeting Room
- B. Environment & Land Use Committee Meeting – Thursday, June 8, 2017 @ 6:30 p.m.  
Lyle Shields Meeting Room
- C. Highway & Transportation Committee Meeting – Friday, June 9, 2017 @ 9:00 a.m.  
Fleet Maintenance Facility, 1605 E. Main, Urbana

### Committee of the Whole:

- A. Justice & Social Services; Policy, Personnel, & Appointments; Finance  
Tuesday, June 13, 2017 @ 6:30 p.m.  
Lyle Shields Meeting Room

### County Board:

- A. Regular Meeting-Thursday, June 22, 2017 @ 6:30 p.m.  
Lyle Shields Meeting Room

## VII. Public Participation

## VIII. \*Consent Agenda

1-25

## IX. Communications

## X. Standing Committees:

### A. County Facilities

*Summary of Action Taken May 2, 2017 Meeting*

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### B. Environment & Land Use

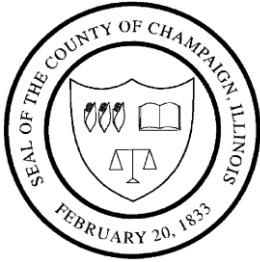
*Summary of Action Taken at May 4, 2017 Meeting*

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<u>Agenda Items</u>	<u>Page #</u>
1. Adoption of Resolution No. 9955 Authorizing County Board Chair Signature of Annual Facility Inspection Report Required for MS4 Storm Water Permit with I.E.P.A. for Program Year March 2016 Through March 2017	28-80
<b>C. <u>Highway &amp; Transportation</u></b>	
<i>Summary of Action Taken at May 5, 2017 Meeting</i>	81-82
<b>XI. <u>Areas of Responsibility:</u></b>	
<i>Summary of Action Taken May 9, 2017 at Committee of the Whole Meeting (Justice &amp; Social Services; Finance; Policy, Personnel, &amp; Appointments)</i>	83-86
<b>A. <u>Finance</u></b>	
1. Adoption of Resolution No. 9960 Authorizing Payment of Claims	87
2. Adoption of Resolution No. 9961 Authorizing Purchases Not Following Purchasing Policy	88-90
<b>XII. <u>New Business</u></b>	
<b>A. <u>Finance</u></b>	
1. Adoption of Resolution No. 9959 Authorizing Inter-fund Loans from Fund Reserves to Other Funds	91-92
2. **Adoption of Resolution No. 9962 Authorizing Budget Amendment 17-00012 Fund/Dept. 093 Foreclosure Mediation/031 Circuit Court Increased Appropriations: \$12,000 Increased Revenue: \$12,000 Reason: Establishment of Separate Foreclosure Mediation Fund per Champaign County Circuit Court Administrative Order 2014-1	93-94
<b>XIII. <u>Other Business</u></b>	
<b>A. <u>*Closed session pursuant to 5 ILCS 120/2 (c) 11 to consider litigation which is pending on behalf of Champaign County.</u></b>	
<b>XIV. <u>Adjourn</u></b>	

\*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, May 18, 2017 - 6:30 p.m.

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

<u>Consent Agenda Item</u>	<b>Page #</b>
<b>A. <u>Environment &amp; Land Use</u></b>	
1. Adoption of Resolution No. 9954 Authorizing the Sale of County Property at 2603 Campbell Drive, Champaign	1
<b>B. <u>Highway &amp; Transportation</u></b>	
1. Adoption of Resolution No. 9956 Awarding Contract for Replacement of a Bridge Located on 2500E Compromise Township Section 16-060-40-00-BR	2
2. Adoption of Resolution No. 9957 Appropriating \$55,000 from County Highway Funds for Engineering Services Related to the Construction of Countywide ADA Compliant Sidewalk Ramps Section 17-00446-00-SW	3
3. Adoption of Resolution No. 9958 Appropriating \$500,000 from County Motor Fuel Tax Funds for Countywide Improvement of ADA Compliant Sidewalk Ramps Section 17-00446-00-SW	4-5
<b>C. <u>Policy, Personnel, &amp; Appointments</u></b>	
1. Adoption of Resolution No. 9966 Appointing Paul J. Sailor to the Board of Review, term June 1, 2017-May 31, 2019	6
2. Adoption of Resolution No. 9967 Appointing Mike Larson to the Sangamon Valley Public Water District, term 6/1/2017-5/31/2022	7
3. Adoption of Resolution No. 9968 Appointing Mark Richardson to the Penfield Water District, term 6/1/2017-5/31/2022	8
4. Adoption of Resolution No. 9969 Appointing Thomas Zindars to the Dewey Community Public Water District, term 6/1/2017-5/31/2022	9
5. Adoption of Resolution No. 9970 Appointing Ladell Myrick to the Urbana-Champaign Sanitary District Board, term 6/1/2017-5/31/2020	10
6. Adoption of Resolution No. 9965 Relating to Participation by Elected Officials in the Illinois Municipal Retirement Fund	11
<b>D. <u>Finance</u></b>	
1. **Adoption of Resolution No. 9972 Authorizing Budget Amendment 17-00007 Fund/Dept. 476 Self-Funded Insurance/118 Property/Liability Insurance Increased Appropriations: \$235,550 Increased Revenue: \$235,550 Reason: to Pay 2017 Unemployment Insurance Premium and to Receive Revenue from Department Billing of Unemployment Insurance Premium	12
2. **Adoption of Resolution No. 9973 Authorizing Budget Amendment 17-00008 Fund/Dept. 105 Capital Asset Replacement/059 Facilities Planning Increased Appropriations: \$123,037 Increased Revenue: 18,550 Reason: Increase appropriations for FY2017 capital asset projects due to an energy rebate for \$18,550 from DCEO, and re-encumbering unspent funds from FY2016 in the amount of \$104,487.	13

**Consent Agenda Item**

**Page #**

3. \*\*Adoption of Resolution No. 9974 Authorizing Budget Amendment 17-00009  
Fund/Dept. 303 Court Complex Construction/010 County Board  
Increased Appropriations: \$24,062  
Increased Revenue: None: from Fund Balance  
Reason: Re-encumber funds for ADA improvements at the Courthouse, which began in FY2016 however, were not completed until FY2017. 14
4. \*\*Adoption of Resolution No. 9975 Authorizing Budget Amendment 17-00010  
Fund/Dept. 080 General Corporate/072 ADA Compliance  
Increased Appropriations: \$74,323  
Increased Revenue: None: from Fund Balance  
Reason: Re-encumber funds for architectural expenses and ADA improvements, which began in FY2016 however, were not completed until FY2017. 15
5. Adoption of Resolution No. 9971 Authorizing Renewal and Amendment to Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney's Office, term July 1, 2017-June 30, 2018 16
6. Adoption of Resolution No. 9963 Adopting the Champaign County Financial Policies 17-22
7. Adoption of Resolution No. 9964 Establishing the Budget Process for Champaign County for FY2018 23-25

RESOLUTION NO. 9954

RESOLUTION REGARDING THE SALE OF COUNTY PROPERTY AT 2603 CAMPBELL DRIVE, CHAMPAIGN

WHEREAS, the County of Champaign demolished a dangerous structure located at 2603 Campbell Drive, Champaign, pursuant to court order, in 2003, and obtained a lien on the property for the demolition and costs; and

WHEREAS, the County of Champaign, following initiation of a court action to foreclose on its lien, acquired title to the property at 2603 Campbell Drive, Champaign, in 2007; and

WHEREAS, the Champaign County Board in 2007, in Resolution No. 6053, authorized the Champaign County Zoning Administrator to make arrangements for sale of the property at a minimum sale price of \$10,000; and

WHEREAS, conditions in the real estate market in 2007 and following years made sale at that price infeasible; and

WHEREAS, plans in intervening years to use the property at 2603 Campbell Drive for public recreation were unsuccessful, but did result in the property's annexation into the incorporated City of Champaign; and

WHEREAS, the Champaign County Board, in Resolution 9674 in August, 2016, authorized the County Administrator to plan for the ultimate disposal of the property; and

WHEREAS, the property at 2603 Campbell Drive, Champaign, was appraised on November 16, 2016, at a fair market value of \$7,800;

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

1. The Champaign County Zoning Administrator is hereby authorized and directed to make arrangements to sell, for at least \$7,800, the property at 2603 Campbell Drive, Champaign, including negotiation of a contract and terms of sale, with assistance and review by the State's Attorney's Office, contingent upon final approval by the Champaign County Board.
2. If the Zoning Administrator receives an offer and reaches a preliminary agreement with a potential buyer, the Champaign County Board will review the proposed contract and terms and, if it approves the same, authorize and direct execution of the contract by the Chair of the Champaign County Board.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of May, A.D., 2017.

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C. Pius Weibel, Chair  
County Board of the County of  
Champaign, Illinois

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

RESOLUTION NO. 9956

RESOLUTION AWARDING OF CONTRACT FOR  
THE REPLACEMENT OF A BRIDGE  
LOCATED ON 2500E  
COMPROMISE TOWNSHIP  
SECTION #16-06040-00-BR

WHEREAS, The following low bid was received at a Public Letting held on May 3, 2017, in Urbana, Illinois, for the replacement of a bridge in Compromise Township on 2500E, Section #16-06040-00-BR:

Cross Construction-\$145,355.95

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

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

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Champaign County does hereby award the above listed bid to Cross Construction.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 18<sup>th</sup> day of May, A.D., 2017.

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C. Pius Weibel, Chair  
County Board of the County of  
Champaign, Illinois

ATTEST: \_\_\_\_\_  
Gordy Hulten, County Clerk and  
ex-Officio Clerk of the County Board

Prepared by: Jeff Blue  
County Engineer

RESOLUTION NO. 9957

RESOLUTION APPROPRIATING \$55,000.00 FROM  
COUNTY HIGHWAY FUNDS  
FOR ENGINEERING SERVICES RELATED TO  
THE CONSTRUCTION OF COUNTY WIDE  
ADA COMPLIANT SIDEWALK RAMPS  
SECTION #17-00446-00-SW

WHEREAS, Champaign County has performed the survey work for the preliminary design on the above referenced section; and

WHEREAS, In order to expedite the design work and have plans ready to meet the Department of Justice timeline for reconstruction of non-compliant sidewalk ramps, Champaign County is desirous to hire outside help to complete the preliminary design; and

NOW, THEREFORE BE IT RESOLVED, that there is hereby appropriated the sum of Fifty Five Thousand Dollars (\$55,000.00) from the County Highway Fund for engineering on the above-mentioned section.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18<sup>th</sup> day of May, A.D., 2017.

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C. Pius Weibel, Chair  
County Board of the County of  
Champaign, Illinois

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

Prepared by: Jeff Blue  
County Engineer

RESOLUTION NO. 9958

RESOLUTION APPROPRIATING \$500,000.00 FROM  
COUNTY MOTOR FUEL TAX FUNDS  
FOR COUNTY WIDE IMPROVEMENT  
OF ADA COMPLIANT SIDEWALK RAMPS  
SECTION #17-00446-00-SW

BE IT RESOLVED, By the County Board of Champaign County, Illinois, that in order to comply with the July 1, 2018 deadline set forth by the Department of Justice for reconstruction of non-compliant sidewalk ramps which intersect county highways, Champaign County shall appropriate funds for the County's Motor Fuel Tax Funds; and

BE IT FURTHER RESOLVED, That the type of improvement shall be designated as Section #17-00446-00-SW; and

BE IT FURTHER RESOLVED, That the improvement shall be by contract; and

BE IT FURTHER RESOLVED, That there is hereby appropriated the sum of Five Hundred Thousand Dollars (\$500,000.00) from the County's Motor Fuel Tax Funds for the costs of the improvement; and

BE IT FURTHER RESOLVED, That the county Clerk is hereby directed to transmit three (3) certified copies of this resolution to Mr. Kensil Garnett, Regional Engineer, Illinois Department of Transportation, Paris, Illinois

PRESENTED, ADOPTED, APPROVED and RECORDED this 18<sup>th</sup> day of May A.D., 2017

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C. Pius Weibel, Chair  
County Board of the County of  
Champaign, Illinois

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

Prepared by: Jeff Blue  
County Engineer



Resolution No. 9958

I, Gordy Hulten, County Clerk in and for said County, in the State aforesaid and keeper of the records and files thereof, as provided by statute do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Champaign County at its County Board Meeting held at Urbana, Illinois, on May 18, 2017.

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. 2017.

\_\_\_\_\_  
Clerk

SEAL

APPROVED

\_\_\_\_\_  
Date

Department of Transportation

\_\_\_\_\_  
District Engineer

RESOLUTION NO. 9966

RESOLUTION APPOINTING PAUL J. SAILOR TO THE  
CHAMPAIGN COUNTY BOARD OF REVIEW

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Paul J. Sailor to the Champaign County Board of Review; and

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Paul J. Sailor to the Champaign County Board of Review for a term commencing June 1, 2017 and ending May 31, 2019; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Paul J. Sailor 615 Crestview Dr., Champaign, IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

ATTEST:

\_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

RESOLUTION NO. 9967

RESOLUTION APPOINTING MIKE LARSON TO THE  
SANGAMON VALLEY PUBLIC WATER DISTRICT

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Mike Larson to the Sangamon Valley Public Water District; and

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Mike Larson to the Sangamon Valley Public Water District for a term beginning June 1, 2017 and ending May 31, 2022; and

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Mike Larson 1001 Forestview Dr., Mahomet IL 61853.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

ATTEST:

\_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

RESOLUTION NO. 9968

RESOLUTION APPOINTING MARK RICHARDSON TO THE  
PENFIELD WATER DISTRICT

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Mark Richardson to the Penfield Water District; and

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Mark Richardson to the Penfield Water District for a term beginning June 1, 2017 and ending May 31, 2022; and

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Mark Richardson 320 S. Main St., Penfield IL 61862.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

RESOLUTION NO. 9969

RESOLUTION APPOINTING THOMAS ZINDARS TO THE  
DEWEY COMMUNITY PUBLIC WATER DISTRICT

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Thomas Zindars to the Dewey Community Public Water District; and

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Thomas Zindars to the Dewey Community Public Water District for a term beginning June 1, 2017 and ending May 31, 2022; and

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

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

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

RESOLUTION NO. 9970

RESOLUTION APPOINTING LADELL MYRICK TO THE  
URBANA-CHAMPAIGN SANITARY DISTRICT BOARD

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Ladell Myrick to the Urbana-Champaign Sanitary District Board; and

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Ladell Myrick to the Urbana-Champaign Sanitary District Board for a term commencing June 1, 2017 and ending May 31, 2020;

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Ladell Myrick, 2807 Clayton Blvd., Champaign, IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

RESOLUTION No. 9965

RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS  
IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

**WHEREAS**, the County of Champaign, IMRF Employer Number 2988, is a participant in the Illinois Municipal Retirement Fund ("IMRF"); and

**WHEREAS**, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 1,000 hours or more per year; and

**WHEREAS**, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund; and

**WHEREAS**, the Champaign County Board notes that while IMRF has mandated that they stipulate which elected offices of Champaign County Government qualify for eligibility for the IMRF pension program, the County Board, with caution to the Board of Trustees of IMRF, notes that the County Board and its administrative staff, have no authority or responsibility to monitor or enforce what hours an elected officeholder actually works, as case law within the State of Illinois has made clear that elected officeholders have independent authority, and independent responsibility, for the operation of the office to which they were elected by the voters of Champaign County;

**NOW, THEREFORE BE IT RESOLVED** that the Champaign County Board finds the following elected positions qualify for membership in IMRF:

<u>TITLE OF ELECTED POSITION</u>	<u>DATE POSITION BECAME QUALIFIED</u>
Auditor	September 1, 1982
Circuit Clerk	September 1, 1982
County Clerk	September 1, 1982
Coroner	September 1, 1982
Recorder	September 1, 1982
Sheriff	September 1, 1982
State's Attorney	September 1, 1982
Treasurer	November 14, 1972.

PRESENTED, ADOPTED, APPROVED and RECORDED this 18th day of May, 2017.

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C. Pius Weibel, Chair  
Champaign County Board

Attest:

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

RESOLUTION NO. 9972

BUDGET AMENDMENT

May 2017

FY 2017

WHEREAS, The County Board has approved the following amendment to the FY2017 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2017 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2017 budget.

Budget Amendment #17-00007

Fund: 476 Self-Funded Insurance  
Dept. 118 Property/Liability Insurance

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:  
533.20 Insurance

Total \$235,550  
\$235,550

Increased Revenue:  
381.17 Unemployment Insurance Reimbursement

Total \$235,550  
\$235,550

REASON: to Pay 2017 Unemployment Insurance Premium and to Receive Revenue from Department Billing of Unemployment Insurance Premium

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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



RESOLUTION NO. 9973

BUDGET AMENDMENT

May 2017

FY 2017

WHEREAS, The County Board has approved the following amendment to the FY2017 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2017 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2017 budget.

Budget Amendment #17-00008

Fund: 105 Capital Asset Replacement  
Dept. 059 Facilities Planning

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

544.47 1701 Main Bldg. Construction/Improvements

\$123,037  
Total \$123,037

Increased Revenue:

334.85 Department of Commerce Economic Opportunity

\$18,550  
Total \$18,550

REASON: Increase Appropriations for FY2017 Capital Asset Projects due to an Energy Rebate for 18,550 from DCEO and Re-encumbering Unspent funds from FY2016 in the amount of \$104,487

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

ATTEST: \_\_\_\_\_

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

RESOLUTION NO. 9974

BUDGET AMENDMENT

May 2017

FY 2017

WHEREAS, The County Board has approved the following amendment to the FY2017 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2017 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2017 budget.

Budget Amendment #17-00009

Fund: 303 Court Complex Construction  
Dept. 010 County Board

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

534.25 Court Facility Repair and Maintenance

Total \$24,062  
\$24,062

Increased Revenue:

None: from Fund Balance

Total \$0  
\$0

REASON: Re-encumber funds for ADA Improvements at the Courthouse, Which Began in FY2016; However, were not Completed Until FY2017

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

RESOLUTION NO. 9975

BUDGET AMENDMENT

May 2017

FY 2017

WHEREAS, The County Board has approved the following amendment to the FY2017 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2017 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2017 budget.

Budget Amendment #17-00010

Fund: 080 General Corporate  
Dept. 072 ADA Compliance

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
534.70 Brookens R & M	\$54,136
533.02 Architect Services	\$10,490
544.41 Parking Lot/Sidewalk Construction	<u>\$9,697</u>
Total	\$74,323
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
Total	\$0

REASON: Re-encumber funds for Architectural Expenses and ADA Improvements, Which Began in FY2016; However, were not Completed Until FY2017

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

RESOLUTION NO. 9971

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

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

WHEREAS, The Illinois Department of Healthcare and Family Services (hereinafter "IDHFS") and the Champaign County State's Attorney desire to renew and amend Agreement No. 2017-55-013-K; and

WHEREAS, The term of this agreement shall be from July 1, 2017 through June 30, 2018 unless the Agreement is otherwise terminated;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into a renewal and amendment to Agreement No. 2017-55-013-K between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney's Office.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

**RESOLUTION NO. 9963**

**RESOLUTION ADOPTING THE CHAMPAIGN COUNTY FINANCIAL POLICIES**

**WHEREAS**, the Champaign County Board has adopted its Financial Policies with Resolution No. 9617 on May 19, 2016; and

**WHEREAS**, the Champaign County Board has identified the need to amend its Financial Policies as documented in the Attachment to this Resolution;

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

**BE IT FURTHER RESOLVED** by the County Board of Champaign County that Resolution No. 9617 is hereby rescinded.

**PRESENTED, ADOPTED, APPROVED and RECORDED** this 18<sup>th</sup> day of May, A.D. 2017.

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C. Pius Weibel, Chair  
Champaign County Board

ATTEST:

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



# Champaign County Financial Policies

## Introduction

Champaign County has several relevant financial policies in order to preserve and enhance its fiscal health, identify acceptable and unacceptable courses of action, and provide a standard to evaluate the government's fiscal performance. Besides the county's Financial Policies and Annual Budget Process Resolution, other policies that are central to a strategic, long-term approach to financial management are posted on the county website <http://www.co.champaign.il.us/HeaderMenu/generalinfo.php>.

- Purchasing Policy (including Capital Asset Management and Replacement)
- Grant Application/Approval Policy
- Personnel Policy (including Salary Administration Guidelines)
- Treasurer's Investment Policy <http://www.co.champaign.il.us/treasurer/PDFS/InvestmentPolicy.pdf>

## Budgeting Policies

1. The County's fiscal year is January 1 – December 31.
2. All County funds are appropriated in the "Official Budget," which is approved by the County Board. Appropriations are considered the maximum authorization to incur obligations and not a mandate to spend.
3. The County is committed to producing a balanced budget in a timely manner. The County will pay for current expenditures with current revenues, avoiding procedures that balance budgets by postponing needed expenditures, realizing future revenues early, or rolling over short-term debt. A budget is balanced when total appropriations do not exceed total revenues and appropriated fund balance within an individual fund.
4. The budgets for all governmental funds and proprietary funds are presented on a modified accrual basis.
5. The final Budget document must include:
  - a. A statement of financial information including prior year revenue and expenditure totals, and current and ensuing year revenue and expenditure projections; and
  - b. A statement of all moneys in the county treasury unexpended at the termination of the last fiscal year; and
  - c. A statement of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year; and
  - d. Additional information required by state law.
6. The budget may be amended through a Budget Amendment or Budget Transfer which require a 2/3<sup>rd</sup> majority vote (15) of the County Board. Department heads may authorize transfers between non-personnel budget lines in their department budget as long as they do not exceed the total combined appropriation for non-personnel categories; and transfers between personnel lines as long as they do not exceed the total combined appropriation for personnel categories.
7. A General Corporate Fund contingency appropriation will be designated for emergency purchases during the fiscal year. The contingency appropriation goal is 1% of the total anticipated expenditure for the General Corporate Fund. No more than 5% of the total General Corporate Fund Appropriation may be appropriated to contingencies. Money appropriated for contingencies may be used for contingent, incidental, miscellaneous, or general county purposes, but no part of the amounts so appropriated shall be used for

purposes for which other appropriations are made in the budget unless a transfer of funds is authorized by a 2/3<sup>rd</sup> majority vote (15) of the County Board.

8. On an annual basis, the County will prepare a Financial Forecast to include expenditure projections for the current year and the next four (4) fiscal years.

## Revenue Policies

1. The County will strive to maintain diversified and stable revenue sources to shelter it from unforeseeable short-run fluctuations in any one revenue source.
2. The County will estimate its annual revenues by an objective, analytical process. On an annual basis, and in conjunction with expenditure projections, the County will prepare revenue projections for the current year and the next four (4) fiscal years. Each existing and potential revenue source will be re-examined annually.
3. The property tax rates for each levy shall be calculated in accordance with the Property Tax Extension Limitation Law (PTELL).
4. The County charges user fees for items and services, which benefit a specific user more than the general public. State law or an indirect cost study determine the parameters for user fees. The County shall review all fees assessed in its annual budget preparation process to determine the appropriate level of fees for services and recommend any proposed changes to the fees collected to be implemented in the ensuing budget year.
5. To the extent feasible, one-time revenues will be applied toward one-time expenditures and will not be used to finance ongoing programs. Ongoing revenues should be equal to or exceed ongoing expenditures.
6. The Champaign County Board supports efforts to pursue grant revenues to provide or enhance County mandated and non-mandated services and capital needs. Activities which are, or will be, recurring shall be initiated with grant funds only if one of the following conditions are met:
  - a. The activity or service can be terminated in the event the grant revenues are discontinued; or
  - b. The activity should, or could, be assumed by the County's General and recurring operating fund or another identified fund. Departments are encouraged to seek additional sources of revenue to support the services prior to expiration of grant funding. Grant approval shall be subject to the terms and conditions of County Ordinance Number 635, and Ordinance amendments 903 and 920.

## Fund Policies

1. The County's financial structure begins with funds. A fund is a self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with County policies and certain applicable State and Federal laws. Each fund has at least one Department Budget, which is a group of expenditures that provide for the accomplishment of a specific program or purpose.
2. A major fund is a budgeted fund where revenues or expenditures represent more than 10% of the total appropriated revenues or expenditures.
3. All county funds are included in the Annual Budget Document except the fiduciary funds described below.
  - a. Private Purpose Trust Funds in which the County Engineer acts in a trustee capacity on behalf of townships to use state funding to maintain township roads and township bridges, which resources are not available to support the County's own programs.
  - b. Agency Funds held in a custodial capacity for external individuals, organizations and governments for the purpose of reporting resources, such as property taxes and circuit court fees and fines.

4. Governmental funds account for traditional governmental operations that are financed through taxes and other fixed or restricted revenue sources.
  - a. The General Corporate Fund is available for any authorized purpose, and is used to account for all financial resources except those required to be accounted for in another fund. A summary is prepared which lists the amount of General Corporate Fund appropriation for all affected departments. The General Corporate Fund is a Major Fund.
  - b. Special Revenue Funds are used to account for the proceeds of specific sources that are legally restricted to expenditures for a specific purpose.
    - i. Included in the Special Revenue Funds are Debt Service Funds utilized to account for the payment of interest, principal and related costs on the County's general long-term debt. (In addition to Debt Service Funds, the County also has debt service budgets included in other funds as appropriation based on the purpose of the fund.)
    - ii. Also included in Special Revenue Funds are Capital Project Funds used to account for all expenditures and revenues associated with the acquisition, construction or maintenance of major facilities that are not financed through proprietary funds or funds being held for other governments.
  - c. Proprietary Funds account for certain "business-type" activities of governments that are operated so that costs incurred can be recovered by charging fees to the specific users of these services.
    - i. An enterprise fund is used to account for operations that are financed primarily by User charges. The Nursing Home Fund is the county's only enterprise fund.
    - ii. An Internal Service Fund is established to account for the financing of goods and services provided to the County and other agencies on a cost reimbursement basis. The activities of the Self-Funded Insurance Fund and Employee Health Insurance Fund are budgeted and appropriated through the use of Internal Service Funds.
5. A Fund Statement is presented for each fund, which summarizes past and projected financial activity for the fund as follows:
  - a. Revenues presented in line item detail within revenue categories; and
  - b. Expenditures presented in line item detail within major categories – e.g., personnel, commodities, services; and
  - c. Fund Balance including the actual or estimated funds remaining at the end of the fiscal year.

## Financial Reserves and Surplus

1. The fund balance for each fund shall be reviewed annually, and recommendations for financial reserves and a plan for the use of surplus funds shall be documented.
2. For cash flow purposes due to the timing of property tax revenues and fluctuations in the receipt of state shared revenues, and in order to allow flexibility to respond to unexpected circumstances, the minimum fund balance requirement for the General Corporate Fund is 45-days or 12.5% of operating expenditures. A plan will be developed to increase the fund balance in instances where an ending audited fund balance is below the 45-day minimum requirement. The fund balance target for the General Corporate Fund is two months or 16.7% of operating expenditures.
3. It is the intent of the County to use all surpluses generated to accomplish three goals: meet reserve policies, avoid future debt and reduce outstanding debt.



## Capital Asset Management and Replacement

1. The Capital Asset Replacement Plan includes a multi-year plan for vehicles, computers, technology, furnishings and office equipment. It will be updated for the General Corporate Fund departments during the annual budget process. Expenditures will be appropriately amortized and reserves for replacement will be estimated. If the county is unable to appropriate full funding for future reserves, this will be documented in Capital Asset Replacement budget. A five-year forecast for capital asset management and replacement will be developed and updated annually.
2. The Capital Asset Replacement Plan also includes a multi-year plan for the facilities owned and maintained by the County. The County will strive to maintain all assets at a level adequate to protect the County's capital interest and to minimize future maintenance and replacement costs.
3. The County will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted and included in the Capital Asset Replacement Fund plan.
4. The Deputy County Administrator of Finance will review all expenditures from the Capital Asset Replacement Fund and the County Administrator is authorized to approve all expenditures from the Capital Asset Replacement Fund in compliance with the multi-year plan and policies established by the County Board. No more than 3% of the equalized assessed value of property subject to taxation by the county may be accumulated in a separate fund for the purpose of making specified capital improvements.
5. The Auditor maintains a fixed asset inventory of furniture, equipment, buildings, and improvements with a value of greater than \$5,000 and a useful life of one year or more.

## Debt Management

1. When applicable, the County shall review its outstanding debt for the purpose of determining if the financial marketplace will afford the County the opportunity to refund an issue and lessen its debt service costs. In order to consider the possible refunding of an issue a Present Value savings of three percent over the life of the respective issue, at a minimum, must be attainable.
2. The County will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
3. When the county finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the estimated useful life of the project.
4. The County will strive to have the final maturity of general obligation bonds at, or below, thirty years.
5. Whenever possible, the County will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds, so those benefiting from the improvements will bear all or part of the cost of the project financed.
6. The County will not use long-term debt for current operations.
7. The County will maintain good communications with bond rating agencies regarding its financial condition. The County will follow a policy of full disclosure on every financial report and borrowing prospectus.

## Accounting, Auditing and Investment

1. The County follows Generally Accepted Accounting Principles (GAAP).
2. State statutes require an annual audit by independent certified public accountants. A comprehensive annual financial report shall be prepared to the standards set by the government finance Officers Association (GFOA).
3. The County uses an accounts receivable system to accrue revenues when they are available and measurable for governmental fund types. Departments should bill appropriate parties for amounts owed to Champaign County, review aging reports, complete follow-up information about the account, and monitor all accounts receivables.
4. The County Treasurer is responsible for investment of all Champaign County funds. With County Board approval, the Treasurer may make a short term loan of idle monies from one fund to another, subject to the following criteria:
  - a. Such loan does not conflict with any restrictions on use of the source fund; and
  - b. Such loan is to be repaid to the source fund within the current fiscal year.

## Purchasing and Encumbrances

1. An encumbrance system is maintained to account for commitments resulting from purchase orders and contracts. Every effort will be made to ensure that these commitments will not extend from one fiscal year to the next. Any emergency encumbrances, which do extend into the next fiscal year, shall be subject to appropriation in the next year's budget. Encumbrances at year - end do not constitute expenditures or liabilities in the financial statements for budgeting purposes.
2. All items with an expected value of \$30,000 or more must be competitively bid with exceptions for professional services (other than engineering, architectural or land surveying services). Additional competitive bid requirements may apply by statute or as a condition of using funds from an outside source.
3. All purchases over the respective limit of \$30,000, which require the use of either formal bids or requests for proposals, must be approved by the full Champaign County Board.
4. The Champaign County Purchasing Policy Ordinances Number 897 and 902, establish the procedures to be followed in all purchasing activities.

## Risk Management

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

## Salary Administration

1. The County Personnel Policy, adopted by Ordinance Number 960, includes Salary Administration Guidelines.
2. The County Administrator is responsible for computing salaries and fringe benefits costs for all departments.
3. Increases for non-bargaining employees will be established by the Finance Committee at the beginning of the budget cycle and forwarded to the County Board for inclusion in the annual budget.

**RESOLUTION NO. 9964**

**RESOLUTION ESTABLISHING THE BUDGET PROCESS for CHAMPAIGN COUNTY for FY2018**

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

**WHEREAS**, based on the anticipated receipt of revenues and expenditure appropriations for FY2017 and the need for careful study of both revenues and expenditures for FY2018, the Finance Committee recommends guidelines and policies for the process and development of the FY2018 annual budget;

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of Champaign County, Illinois, that the following guidelines are hereby adopted and shall be adhered to by County Administration and Champaign County departments in the submission, review, preparation, and implementation of the FY2018 Budget:

**FY2018 Fiscal Year and Budget Calendar**

The County’s 2018 fiscal year begins on January 1 and ends on December 31.

June 14	Budget Instruction and Training Seminar for Department Budget Preparers and Instructions for Budget Submission sent to outside agencies
June 14	General Fund Department Strategy Session Deadline
July 14	FY2018 Budgets DUE from Departments
July 17-31	Department Budget Reviews with County Administration
Aug. 1-11	Tax Revenues & Other Revenue Estimates Confirmation
Aug. 28-29	6:00pm each evening – Legislative Budget Hearings before the County Board
Sept. 12	Report to Finance Committee FY2018 Budget Overview and Decision Points for Committee Direction
Sept. 28	Special Finance Committee of the Whole Meeting to Provide Final Direction Regarding Tentative Budget
Oct. 10	FY2018 Tentative Budget Recommendation presented to Finance Committee to be forwarded to County Board
Oct. 19	County Board – Receive & Place on File FY2018 Tentative Budget Recommendation and County Board Truth in Taxation Public Hearing <i>(if required)</i>
Nov. 14	Finance Committee approval of Final FY2018 Budget
Nov. 21	County Board approves Final FY2018 Budget & FY2018 Tax Levy Ordinance

**Budget Development Process**

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

**Non-General Corporate Fund Budget Requests**

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

1. Presented within the County Board’s definition of a balanced budget; and
2. Include revenues, expenditures, fund balance information, goal statements and an explanation for variances in ending fund balance; and

3. Document and analyze operations, and provide FY2018 strategic planning information including alignment with the County Board's Strategic Plan, and specific fund objectives and anticipated performance indicators.

### **General Corporate Fund Budget Requests**

In anticipation of a projected revenue to expenditure deficit in FY2018, the County Board directs administration, elected officials and department heads to collaborate and strategize in order to prepare and present a balanced budget.

- FY2018 Revenue Forecast - \$36.3 million
- FY2018 Expenditure Forecast - \$37.2 million

In conjunction with the budget process the following information shall be provided to the County Board.

1. Documentation of statutory services provided by each General Corporate Fund department including:
  - a. Statute citation, and
  - b. A brief summary of statutory guidance, and
  - c. An explanation of any difference in the level of service required by the statute and the level of service provided by the department, and
  - d. An impact statement regarding the burdens placed on your department by the statute and associated regulations and guidance, and
  - e. Any suggestions for revision, repeal, or restructure.
2. Documentation of the non-statutory services provided by each General Corporate Fund department including:
  - a. A brief summary of each service, and
  - b. Whether the service provided aids in accomplishing a statutorily required service, and
  - c. If alternate funding is received for provision of the service and whether that funding is adequate to cover the cost of providing the service in full.

Budget documents will include:

1. Department operation analysis and planning documentation, and
2. Alignment to the County Board Strategic Plan, and
3. Department objectives and performance indicators, and
4. An objective and analytic projection of revenues including any recommendations for fee increases or modifications to revenue structure, and
5. Expenditures (personnel expenditures will be completed by Administrative Services based on negotiated labor contracts and County Board direction for non-bargaining salary administration).

### **Capital Asset Replacement Fund**

Capital asset replacement programs have an impact on the General Fund and Public Safety Sales Tax Fund. Full funding for future reserve items in the Capital Asset Replacement fund has been unattainable since 2008 due to revenue shortfalls. In order to develop a Long-Term Financial Plan it is essential that the county develop a forecast for capital asset management and replacement. Therefore, the County Board directs administration to prepare the Capital Asset Replacement Fund as follows:

1. Funding items scheduled for replacement in FY2018, and
2. An estimated calculation of full reserve funding required for future replacement schedules, and
3. A five-year forecast projecting funding required for items scheduled for replacement in subsequent fiscal years; and
4. Continued phase-in funding for facilities deferred maintenance and capital replacement projects at no less than a *status quo* level of funding with the FY2017 appropriation, and
5. Utilizing public safety sales tax revenue which becomes available in FY2018, due to retiring debt service, in order to provide partial funding for replacement of the County's financial software system and address the County's public safety maintenance and facility needs.

**Contingency Appropriation**

The County Board directs that the FY2018 Contingency line item be appropriated at 0.5% of the total General Corporate Fund FY2018 appropriation.

**Property Tax Revenue**

The County Board directs the preparation of the property tax revenue for FY2018 be calculated in accordance with the Property Tax Extension Limitation Law (PTELL), as established in the County Board Financial Policies.

**Form of the Budget**

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

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

**Financial Policies**

The final Budget shall further be prepared in acknowledgement of the Champaign County Board Financial Policies.

**PRESENTED, ADOPTED, APPROVED, AND RECORDED** this 18<sup>th</sup> day of May A.D. 2017.

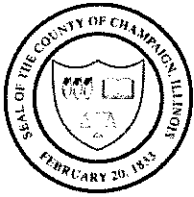
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C. Pius Weibel, Chair  
Champaign County Board

ATTEST:

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



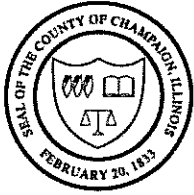
**CHAMPAIGN COUNTY BOARD  
FACILITIES COMMITTEE**

**Summary of Action Taken at the May 2, 2017 Meeting**

**MEMBERS PRESENT:** Shana Crews, Stan Harper, Josh Hartke, Jon Rector, Giraldo Rosales, James Tinsley  
**MEMBERS ABSENT:** Jack Anderson

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:30 p.m.
II. Roll Call	6 committee members present
III. Approval of Agenda	Approved as amended
IV. Approval of Minutes – April 3, 2017	Approved
V. Public Participation	None
VI. Communications	None
VII. Approval of Authorization for ITB#2017-001 CCNH Chiller Compressor Replacement Project Bid Document	Approved
VIII. Approval of Authorization for ITB#2017-002 Brookens POD #200 – 2 Multi-Zone RTU Replacement Project Bid Document	Approved
IX. Approval of Authorization for ITB#2017-003 Coroner’s Office, Election Storage and Physical Plant Generator Project Bid Document	Approved
X. Facilities Director’s Report	
A. Update on ADA Interior Project – ITB #2016-009	Information Only
B. Update on remaining ADA issues in County Facilities	Information Only
XI. Other Business	None
XII. Chair’s Report	
A. Future Meeting – Tuesday, June 6, 2017	Information Only
XIII. Designation of Items to be placed on the Consent Agenda	None
XIV. Adjournment	7:03 p.m.

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



**CHAMPAIGN COUNTY BOARD  
ENVIRONMENT AND LAND USE COMMITTEE  
Summary of Action Taken at the May 4, 2017 Meeting**

**MEMBERS PRESENT:** Aaron Esry, Matt Hiser, Robert King, Kyle Patterson, Pattsy Petrie  
**MEMBERS ABSENT:** Jim Goss, Brooks Marsh

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:33 p.m.
II. Roll Call	5 committee members present
III. Approval of Agenda	Approved as distributed
IV. Approval of Minutes – April 6, 2017	Approved as amended
V. Public Participation	None
VI. Communications	Esry
VII. For Information Only	
A. Update regarding Work Plan for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit	None
B. Consideration of Traffic Impacts in Zoning cases for Special use permits and Zoning Map Amendments	None
C. Annual Summit of the Mahomet Aquifer Advocacy Alliance	None
VIII. Items to be Approved by ELUC	
A. Recreation & Entertainment License: Eastern Illinois A.B.A.T.E. Inc., for live bands and motorcycle rodeo, Rolling Hills Campground, 3151-A CR2800E, Penfield for June 2-4, 2017	Approved
IX. Items to be Recommended to the County Board	
A. Annual Facility Inspection Report for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit With the Illinois Environmental Protection Agency (IEPA) for the period 4/1/16 – 3/31/17	RECOMMEND COUNTY BOARD APPROVAL
B. Marketing of County Owned property located at 2603 Campbell Drive	<b>*RECOMMEND COUNTY BOARD APPROVAL</b> to market property
X. Other Business	None
XI. Chair's Report	None
XII. Designation of Items to be placed on the Consent Agenda	IXB
XIII. Adjournment	7:38 p.m.

**RESOLUTION NO. 9955**

**AUTHORIZING COUNTY BOARD CHAIR SIGNATURE OF  
ANNUAL FACILITY INSPECTION REPORT REQUIRED FOR  
M.S.4. STORMWATER PERMIT WITH I.E.P.A.  
FOR PROGRAM YEAR MARCH 2016 THROUGH MARCH 2017**

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

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

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

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

WHEREAS, the Annual Update (Annual Facility Inspection Report) for the program year 4/1/16 through 3/31/17 must be filed with the IEPA no later than June 1, 2017;

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

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

1. The County Board Chair is hereby authorized to sign the attached Annual Update (Annual Facility Inspection Report).
2. The Champaign County Zoning Administrator is hereby directed to forward the signed Annual Update (Annual Facility Inspection Report) to the Illinois Environmental Protection Agency no later than May 31, 2017.



PRESENTED, PASSED, APPROVED, AND RECORDED this 18th day of May, A.D. 2017.

SIGNED:

ATTEST:

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C. Pius Weibel, Chair  
Champaign County Board  
Champaign, Illinois

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



# Illinois Environmental Protection Agency

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

## Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

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

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

Report Period: From March, 2016 To March, 2017

Permit No. ILR40 00258

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

Name: County of Champaign, Illinois Mailing Address 1: Brookens Administrative Center  
Mailing Address 2: 1776 East Washington Street County: Champaign  
City: Urbana State: IL Zip: 61802 Telephone: (217) 384-3708  
Contact Person: John Hall, Director of Planning and Zoning Email Address: jhall@co.champaign.il.us  
(Person responsible for Annual Report)

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

Champaign County, Illinois

#### THE FOLLOWING ITEMS MUST BE ADDRESSED.

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

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

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

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

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

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

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

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

\_\_\_\_\_  
Owner Signature:  
C. Plus Weibel  
\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Date:  
Champaign County Board Chair  
\_\_\_\_\_  
Title:

EMAIL COMPLETED FORM TO: [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov)

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

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

IL 532 2585

WPC 691 Rev 6/10 has been approved by the Forms Management Center.  
Resolution 9955

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
ANNUAL FACILITY INSPECTION REPORT  
April 1, 2017  
N.P.D.E.S. PHASE II PERMIT FOR STORMWATER DISCHARGES  
from  
MUNICIPAL SEPARATE STORM SEWER SYSTEMS

Champaign County, Illinois  
NPDES Permit No. ILR40 00256

**REPORTING PERIOD:**

Year 3 is April 1, 2016 to March 31, 2017

**MS4 OPERATOR INFORMATION:**

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

**GOVERNMENTAL ENTITY IN WHICH MS4 IS LOCATED:**

Champaign County, Illinois

**INTRODUCTION**

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

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

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

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

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

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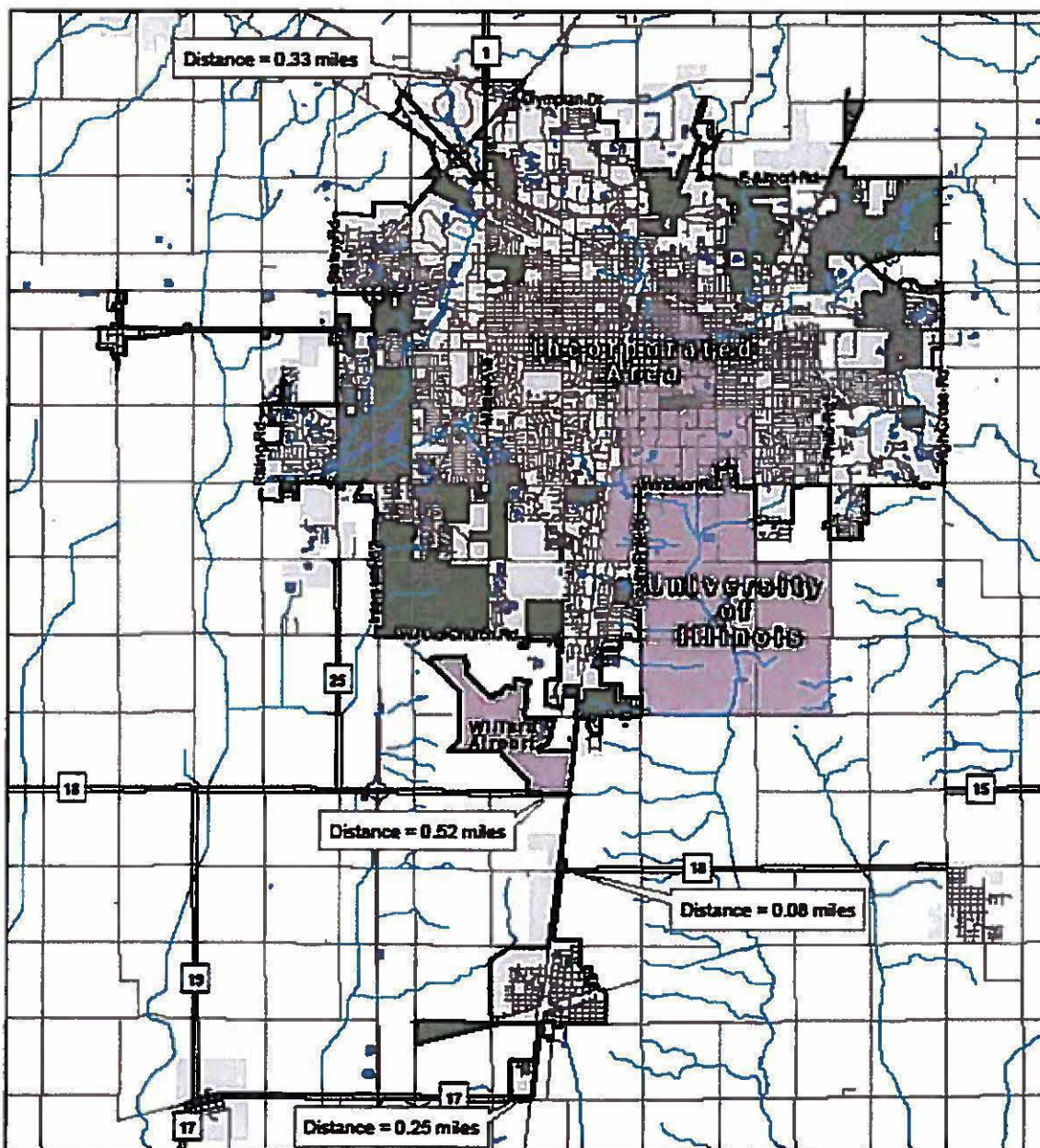
Champaign County must maintain compliance with the MS4 requirements of the NPDES Storm Water Program. MS4 compliance requires that an updated Notice of Intent (NOI) be on file with the Illinois Environmental Protection Agency (IEPA) at all times. The NOI must explain which best management practices Champaign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

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

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

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

Champaign County filed a third NOI with IEPA to include the five-year period of April 1, 2014 to March 31, 2019. This document serves as the annual report for Year 3 activities.






**Champaign County MS4 Jurisdiction**

Urbanized Area based on the 2010 Census

This map shows the defined MS4 jurisdiction including 10.4 square miles of unincorporated County. Location and size of County stormwater facilities are noted (Ex: Distance = 0.25 miles).

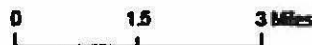
Corporate Limits updated 5/5/17

**MS4 Related Boundaries**

-  Urbanized Area 2010
-  Streets
-  County MS4 Area 2012



Map Created 7/17/14



## **B.M.P. MONITORING AND ASSESSMENT PROGRAM**

Effective 3/1/16, each Small MS4 is required to implement a monitoring and assessment program to evaluate the effectiveness of selected best management practices (BMPs) at reducing pollutant loadings and water quality impacts. The monitoring and assessment program may include evaluation of BMPs and/or direct water quality monitoring, at the discretion of each Small MS4, but the program should be tailored to the size and characteristics of the Small MS4 and the relevant watershed.

### **Outfall/ Discharge Monitoring and Physical Stream Assessment**

The Champaign County Unincorporated MS4 will collaborate with the municipal MS4 jurisdictions in Champaign County in developing a monitoring and assessment program for the Champaign County Unincorporated MS4 that matches as closely as possible the municipal MS4 monitoring and assessment programs. Municipal MS4 agencies in the Champaign-Urbana Urbanized Area rely on a combination of outfall/ discharge monitoring and assessment of physical/habitat characteristics such as stream bank erosion caused by storm water discharges.

Methods and practices used for the Champaign County Unincorporated MS4 Monitoring and Assessment program will be based on municipal MS4 practices and methods as much as possible and will be supplemented as necessary by practices described in the following documents:

- *Illicit Discharge Detection and Elimination A Guidance Manual for Program Development and Technical Assessments*, published by the Center for Watershed Protection and Robert Pitt, University of Alabama, October 2004.
- *UNIFIED STREAM ASSESSMENT: A USER'S MANUAL Version 2.0, Urban Subwatershed Restoration Manual No. 10*, published by the Center for Watershed Protection, February 2005.
- *Stream Visual Assessment Protocol*, published by the United States Department of Agriculture Natural Resources Conservation Service National Water and Climate Center, Technical Note 99-1, December 1998.

### **Justification**

The unincorporated Champaign County MS4 Area is highly interconnected with the municipal MS4 Area and using the same (or nearly the same) monitoring and assessment (M&A) methods to evaluate the effectiveness of storm water best management practices (BMPs) in the unincorporated MS4 Area may help minimize the overall costs of implementing and conducting the M&A program in the unincorporated MS4 Area; and should eliminate confusion that could otherwise result if a different approach were used than is used in the municipal MS4s; and may provide a more accurate overall understanding of the effectiveness of BMPs for the entire Champaign County urbanized area.

The *Unified Stream Assessment (USA)* is a continuous stream walk method that systematically evaluates stream conditions and that can be applied to both rural and urban streams. Staff can perform the USA with relatively minimal training. USA protocols should be adapted to meet agency needs and skills and to address regional stream conditions.

The USA includes specific protocols and model forms for documenting the assessments of Storm Water Outfalls and Severe Bank Erosion. The USA assessment for Storm Water Outfalls is very similar to the

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Outfall Reconnaissance Inventory (ORI) used in *Illicit Discharge Detection and Elimination*. Including ORI methods in the USA Storm Water Outfall assessments can improve the overall assessment of storm water outfalls and discharges.

Severe bank erosion caused by storm water discharges can be accurately identified only after identifying the average erosion condition for that particular stream reach. The USA includes a Reach Level Assessment to characterize overall conditions within each reach of the stream. Guidance is included in the USA assessment of Severe Bank Erosion to help identify locations with more severe erosion. The *Stream Visual Assessment Protocol (SVAP)* also provides useful additional guidance for making the assessment of Severe Bank Erosion.

The USA protocols assume identification of uniform stream reaches. Stream reaches will be identified and mapped prior to actual field investigations. During the field investigation the various stream reaches will be identified using GIS locators. Standard worksheets will be completed for each reach for the entire length of stream in the MS4 Area. Streams (miles) to be assessed are as follows:

- Vermilion Watershed:
  - Saline Branch Drainage Ditch (3.2 miles)
  
- Upper Kaskaskia Watershed:
  - Copper Slough (1.6 miles)
  - Phinney Branch (1.1 miles)
  
- Upper Embarras Watershed
  - an unnamed tributary near Lake Park (.6 mile).

Gaining access to streams in the unincorporated MS4 Area will be a significant challenge because all of the streams are on private property.

Annual monitoring is planned to occur during August through October. Annual monitoring will note the conditions for the current year and identify changes from previous years. The results will be reported in the Annual Update.

Follow up investigations may be necessary based on observed changes.

Outfalls were identified in Year 3 per the IEPA 4/22/16 Acceptance of Response to Noncompliance Advisory Letter but no actual Monitoring was able to be completed.



**SELF-ASSESSMENT OF PERMIT COMPLIANCE**

Tables 1 through 6 summarize Champaign County Unincorporated MS4 Storm Water Program activities from April 1, 2016, through March 31, 2017. Table 7 identifies BMPs that were started and still in progress and Table 8 identifies BMPs still pending.

**Table 1: Public Education and Outreach Activities 4/1/16 – 3/3/17**

BMP ID	Activities
A.1.1. - Flyers and information sheets at permit counter.	Handouts are displayed and available at Planning and Zoning permit counter.
A.2.1. - Inform business groups about MS4, NPDES, and BMPs upon request.	No requests for presentations about MS4, NPDES and BMPs were made from business groups.
A.2.2. - Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	No presentations were made.
A.2.4. - Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	No requests for presentations about MS4, NPDES and BMPs were made from environmental, conservation, and citizen groups.
A.6.1- Educational and informational material on web page.	Information about the Champaign County MS4 program and storm water management in general was added to the Champaign County website.

**Table 2: Public Participation and Involvement Activities 4/1/16 – 3/3/17**

BMP ID	Activities
B.4.1 – Comply with applicable state and local public notice requirements.	All public hearings and meetings are noticed as required by state law and local ordinances and policies.
B.6.1. - Intergovernmental Storm Water Management group meetings.	During the program year County staff attended and participated in meetings with other MS4 jurisdictions on March 8, May 20, July 12, and December 13.
B.7.1. - Include NPDES MS4 requirements in the County's Land Resource Management Plan.	Funding for MS4 projects expanded in the RPC Work Plan for FY17.

**Table 3: Illicit Discharge Detection and Elimination Activities 4/1/16 – 3/3/17**

BMP ID	Activities
C.1.1- Map drainage system outfalls into streams and rivers	The storm sewer system map for the unincorporated Champaign County MS4 Area was mapped to 50% complete. The Draft 50% complete map can be viewed on the Champaign County website ( <a href="http://www.co.champaign.il.us">www.co.champaign.il.us</a> ) under the Department of Planning and Zoning and at the web address below: <a href="http://ccgisc.maps.arcgis.com/home/webmap/viewer.html?webmap=04d6a107dd50435c8fc65945e1358f6e">http://ccgisc.maps.arcgis.com/home/webmap/viewer.html?webmap=04d6a107dd50435c8fc65945e1358f6e</a>
C.3.1. - Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding illegal dumping and illicit discharges.
C.3.2. - Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding non-complying and / or non-functioning private sewage treatment systems.
C.6.1. - Annual Report to the Environment and Land Use Committee (of the Champaign County Board) and the Champaign County Board.	Annual Report prepared and presented to the Environment and Land Use Committee (ELUC) and the Champaign County Board.



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**Table 4: Construction Site Runoff Control Activities 4/1/16 – 3/3/17**

BMP ID	Activities
D.1.1 - Soil erosion and sediment control regulations.	Soil erosion and sediment control regulations in the Champaign County Storm Water Management and Erosion Control Ordinance were enforced for all Land Disturbance Erosion Control (LDEC) Permits.
D.2.1- Erosion and sediment control BMPs	All Land Disturbance Erosion (LDEC) Permits were reviewed for use of appropriate BMP's
D.4.1. - Develop processes and procedures to evaluate proposed construction site runoff mechanisms.	Procedures to evaluate proposed construction site runoff mechanisms are refined in the review of LDEC Permits.
D.4.2. - Training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	No training occurred in Year 3.
D.6.1 - Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Procedures were refined as more experience was gained in the review of LDEC Permits.

**Table 5: Post-Construction Runoff Control Activities 4/1/16 – 3/3/17**

BMP ID	Activities
E.4.1. - Training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).	No training occurred in Year 3.

**Table 6: Pollution Prevention / Good Housekeeping Activities 4/1/16 – 3/3/17**

BMP ID	Activities
F.1.2 Spill Response Protocol	The Champaign County Emergency Management Agency (CCEMA) conducted or participated in the following train in the program year: <ul style="list-style-type: none"> <li>• April 2016: The Assistant Coordinator attended a conference with a spill exercise.</li> <li>• October 2016: A spill exercise with the University of Illinois</li> <li>• March 2017 the Champaign County Emergency Management Agency hosted a display bottle for training of responders regarding LP and anhydrous ammonia.</li> </ul> Documentation of complete training is kept in file.
F.1.4- Hazardous material and storage management training.	All relevant hazardous materials storage and handling reviewed with Facilities Director.

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**Table 7: BMPs in Progress**

BMP ID	Status
C.2.1. - Prohibit illegal dumping and illicit discharges into drainage system.	Preliminary Ordinance language has been drafted regarding illegal dumping and illicit discharges into drainage systems and will be adopted in Year 4.
C.3.3. - Create a database of existing private sewage treatment systems and develop management plan to bring non-compliant systems into compliance.	Records of private sewage treatment systems obtained from Public Health Department, GIS database is under development.
D.3.1. - Prohibit illegal dumping and illicit discharges into storm drainage system from construction activities.	Preliminary Ordinance language has been drafted regarding illegal dumping and illicit discharges into drainage systems but has not yet been adopted. The Storm Water Management and Erosion Control Ordinance includes a prohibition of illegal dumping and illicit discharges from construction activities.
E.3.1. - Develop procedures to insure that storm water management facilities are maintained to function as designed (post-construction).	The Storm Water Management and Erosion Control Ordinance requires ongoing maintenance of storm water management facilities.
E.5.1. - Develop procedures and processes to inspect construction sites for compliance with post-construction runoff control mechanisms.	The Storm Water Management and Erosion Control Ordinance requires "as-built" documentation.

**Table 8: BMPs Pending**

BMP ID	Explanation of Pending Status
C.1.1. - Map drainage system outfalls into streams and rivers.	Storm sewer system map for the unincorporated MS4 Area is 50% complete and will be 100% complete by 12/31/17.
E.1.1 Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	New BMP to be completed in Year 4.
E.1.2- Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	New BMP to be completed in Year 4.
E.2.1. - Require annual inspections of publicly owned storm water management facilities (post-construction).	Expected to be included in SWPPP to be developed in 2017.
F.1.1. - Spill prevention protocol.	Undetermined due to lack of coordination within County Departments. Expected to be established with the development of the SWPPP.
F.2.1. - Storm water Pollution Prevention Plan (SWPPP) for County owned facilities.	Milestones changed. SWPPP expected to be completed in Year 4.
F.3.1. - Investigate feasibility and effectiveness of integrated, bio-detention and filtering for County campus redesign.	Issue was not discussed by the County Board.

### **CHANGES TO BEST MANAGEMENT PRACTICES**

Attachment A reviews changes that were made in Year 3 upon receipt of the new ILR40 and changes that are proposed for 4.

### **STATUS OF COMPLIANCE**

Attachment B reviews the status of compliance for all BMPs.

### **INFORMATION COLLECTED AND ANALYZED IN YEAR 3**

Attachment C summarizes there were no observations or reports were made or received during the reporting year.

### **STORMWATER PROGRAM ACTIVITIES PROPOSED FOR YEAR 4 (April 1, 2017–March 31, 2018)**

The activities proposed for Year 3 (April 1, 2017– March 31, 2018) are summarized in Attachment D.

### **RELIANCE ON OTHER GOVERNMENTAL ENTITY**

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

### **YEAR 3 CONSTRUCTION PROJECTS**

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

### **ATTACHMENTS**

- A Changes to Best Management Practices**
- B Status of Compliance with N.P.D.E.S. Permit Conditions for Year 3**
- C Information Collected for Year 3**
- D Proposed NPDES Permit Activities for Year 4 (April 1, 2017 - March 31, 2018)**
- E Champaign County Unincorporated Area Environmental Justice Area Analysis for Year 3 (April 1, 2016- March 31, 2017)**
- F Champaign County Unincorporated MS4 Area Storm Water Survey (Pilot or Pre-Test) February 23, 2017**
- G Champaign County Unincorporated MS4 Area Storm Sewer System (Web) Map (excerpt from 50% complete Draft map) March 31, 2017**

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**Table 9: Construction Projects from April 1, 2016 through March 31, 2017**

Section Number	Road District	Project Type	Area of Disturbance	Status
15-12017-00-BR	Champaign County	Bridge Replacement	<1 acre	Expected completion in 2017
15-12017-00-BR	Compromise Twp.	Bridge Replacement	<1 acre	Expected completion in 2017
15-12017-00-BR	Urbana Twp.	Bridge Replacement	<1 acre	Expected completion in 2017
15-12017-00-BR	Stanton Twp.	Culvert Replacement	<1 acre	Expected completion in 2017
16-004430-RS	CH 16 – IL 130 to US Rte 45	C.I.R. and Bituminous Overlay Road Repair	<1 acre	Expected completion in 2017
16-00444-00-RS	Champaign County	Countywide guardrail replacement	<1 acre	Expected completion in 2017
17-00445-00-RS	CH 13 – CH 15 to Douglas County Line	C.I.R. and Bituminous Overlay Road Repair	<1 acre	Expected completion in 2017
17-00446-00-SW	Champaign County	Countywide ADA Sidewalk Ramp Replacement on County Highways	>1 acre	

**NOTES**

1. All construction projects during this period were roadway projects.

**1. Delete BMP Number A.2.3 Inform agriculture community, Farm Bureau, and 4-H about MS4, NPDES, and BMPs**

Agriculture is exempt from the MS4 Storm Water Program and therefore this BMP is not needed as part of Champaign County's MS4 Program.

**2. Add new BMP for MS4 Storm Water Public Survey**

**BMP No. B.6.2.**

**Brief Description of BMP:** Prepare a storm water survey that can be used to capture public comment on the MS4 Storm Water Program.

**Measurable Goals, including frequencies:** Prepare a storm water survey that can be used to capture annual public comment on the Champaign County Unincorporated MS4 Area Storm Water Program.

**Milestones:**

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Year 1: NONE

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Year 2: NONE

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Year 3: Develop and test the Champaign County Unincorporated MS4 Area Storm Water Survey

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Year 4: Make the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website.

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Year 5: Make the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website.

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**3. Add new BMP for Annual Public Meeting for Champaign County Unincorporated MS4 Area Storm Water Program**

**BMP No. B.6.3.**

**Brief Description of BMP:** Hold Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program.

**Measurable Goals, including frequencies:** Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at one ELUC Meeting each year.

**Milestones:**

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**Year 1: NONE**

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**Year 2: NONE**

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**Year 3:** Storm water management in the Wilbur Heights Subdivision (an Environmental Justice area) was discussed at the August 4, 2016, meeting of the Champaign County Board Environment and Land Use Committee

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**Year 4:** Hold a public meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program at the March 2018 regular meeting of the Champaign County Board's Environment and Land Use Committee (ELUC). Public comments will include (a) comments received from the April 2017 random sample survey of Champaign County Unincorporated MS4 Area Environmental Justice (EJ) Areas; (b) comments received from respondents of the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website during the period 4/1/17 through 3/1/18; and (c) comments made by public participation at the Public Meeting in March 2018. All public comments received in regards to the Champaign County Unincorporated MS4 Area Storm Water Program during Year 4 will be reported in the Annual Facility Inspection Report for Year 4.

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**Year 5:** Hold a public meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program at the March 2019 regular meeting of the Champaign County Board's Environment and Land Use Committee (ELUC). Public comments will include (a) comments received from the April 2018 random sample survey of Champaign County Unincorporated MS4 Area Environmental Justice (EJ) Areas; (b) comments received from respondents of the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website during the period 4/1/18 through 3/1/19; and (c) comments made by public participation at the Public Meeting in March 2019. All public comments received in regards to the Champaign County Unincorporated MS4 Area Storm Water Program during Year 5 will be reported in the Annual Facility Inspection Report for Year 5.

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**4. Add new BMP for Public Involvement/ Participation of Environmental Justice Areas within the Unincorporated MS4 Area**

**BMP No. B.6.4.**

**Brief Description of BMP:** Identify Environmental Justice areas within the Champaign County Unincorporated MS4 Area and include appropriate public participation.

**Measurable Goals, including frequencies:** Identify Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area and update EJ Areas annually based on the most current US Census information and randomly sample the EJ area population for storm water concerns using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. Review the survey results at the next Annual Public Storm Water Meeting held at a meeting of the Champaign County Board's Environment and Land Use Committee (ELUC).

**Milestones:**

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**Year 1: NONE**

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**Year 2: NONE**

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**Year 3:** Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area were identified using the most current data from the U.S. Census Bureau's American Community Survey and in March 2017 the Draft Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope was tested on a small sample of the EJ area population.

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**Year 4:** In April 2017 a random sample survey of the EJ population was conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the March 2018 meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Year 4.

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**Year 5:** Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area will be verified in January 2018 using the most current data from the U.S. Census Bureau's American Community Survey and a random sample survey of the EJ population will be conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the March 2019 meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Year 5.

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**5. Revise Milestones for BMP No. C.2.1 Prohibit illegal dumping and illicit discharges into drainage system through the Nuisance Ordinance.**

**BMP No. C.2.1.**

Brief Description of BMP: Prohibit illegal dumping and illicit discharges into drainage system through the Nuisance Ordinance.

Measurable Goals, including frequencies: Review existing Nuisance Ordinance and revise Ordinance to include illegal dumping and illicit discharges into drainage systems. Adopt a new Ordinance or amend existing Ordinance.

**Milestones:**

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**Year 1: Review existing Ordinance and drafted new language for future adoption after public hearing at Zoning Board of Appeals. (MILESTONE ACHIEVED)**

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**Year 2: ~~Amend Ordinance with new language~~ MILESTONE NOT ACHIEVED**

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**Year 3: ~~Enforce amended Nuisance Ordinance.~~ MILESTONE NOT ACHIEVED**

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**Year 4: Amend Nuisance Ordinance with new illicit discharge language.**

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**Year 5: Enforce amended Nuisance Ordinance.**

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**6. Revise Milestones for BMP No. D.3.1 Prohibit illegal dumping and illicit discharges into drainage systems from construction activities. Implement either a new Ordinance or amend existing Ordinance.**

**BMP No. D.3.1.**

Brief Description of BMP: Prohibit illegal dumping and illicit discharges into drainage systems from construction activities in the Nuisance Ordinance .

Measurable Goals, including frequencies: Review existing Nuisance Ordinance and revise Ordinance language to include illegal dumping and illicit discharges into drainage systems from construction activities. Adopt a new Ordinance or amend existing Ordinance.

**Milestones:**

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**Year 1: Review existing Ordinance and draft new language for future adoption after public hearing at Zoning Board of Appeals. (MILESTONE ACHIEVED)**

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**Year 2: Review existing Ordinance and draft new language for future adoption after public hearing at Zoning Board of Appeals. (MILESTONE ACHIEVED)**

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**Year 3: ~~Amend or adopt Nuisance Ordinance with updates.~~ MILESTONE NOT ACHIEVED**

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**Year 4: Amend Nuisance Ordinance with new illicit discharge language.**

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**Year 5: Enforce amended Nuisance Ordinance.**

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- 7. Add new BMP No. E.1.1 Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.**

**BMP No. E.1.1.**

**Brief Description of BMP: Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.**

**Measurable Goals, including frequencies: Add a Green Infrastructure page to the Champaign County website to educate landowners about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.**

**Milestones:**

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**Year 1: NONE**

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**Year 2: NONE**

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**Year 3: NONE**

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**Year 4: Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page**

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**Year 5: Update the Champaign County Green Infrastructure & Green Housekeeping web page**

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**8. Add new BMP No. E.1.2 Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.**

**BMP No. E.1.2.**

**Brief Description of BMP: Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.**

**Measurable Goals, including frequencies: Add a Sustainable Lawn Care page to the Champaign County website to educate landowners about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.**

**Milestones:**

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**Year 1: NONE**

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**Year 2: NONE**

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**Year 3: NONE**

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**Year 4: Develop and implement a Champaign County Sustainable Lawn Care web page**

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**Year 5: Update the Champaign County Sustainable Lawn Care web page**

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**9. Revise Milestones for BMP No. E.2.1 Require annual inspections of publicly owned storm water management facilities (post construction).**

**BMP No. E.2.1.**

Brief Description of BMP: Require annual inspections of publicly owned storm water management facilities (post construction).

Measurable Goals, including frequencies: Procedures identified for storm water facility maintenance (post-construction) in the County SWPPP.

Milestones:

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Year 1: NONE

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Year 2: NONE

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Year 3: ~~Develop and implement procedures in the County SWPPP.~~ **MILESTONE NOT ACHIEVED**

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Year 4: Develop and implement procedures in the County SWPPP.

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Year 5: Develop and implement procedures in the County SWPPP

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- 10. Add new BMP No. E.3.3 Annual training in green infrastructure and/or low impact design techniques for all MS4 employees and contractors who manage or are directly involved in the routine maintenance, repair, or replacement of public exterior surfaces.**

**BMP No. E.3.3.**

**Brief Description of BMP: Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training**

**Measurable Goals, including frequencies: Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training**

**Milestones:**

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**Year 1: NONE**

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**Year 2: NONE**

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**Year 3: County Engineer Jeff Blue, Assistant County Engineer John Cooper, and Highway Maintenance Supervisor Tracy Wingler attended the Illinois Green Infrastructure Conference held at the iHotel in Urbana IL on September 15, 2017**

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**Year 4: Training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces.**

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**Year 5: Training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces.**

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**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 3**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

Resolution 9935

	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 3 Milestone	Description of Activities
1	A.1.1	Flyers and information sheets at permit counter.	<i>COMPLETE</i>	Develop and distribute an educational handout.	Distribute handout.	Handout displayed and available at the service counter.
2	A.2.1	Inform business groups about MS4, NPDES, and BMPs upon request.	<i>COMPLETE</i>	Conduct one presentation per year upon request.	Conduct one presentation upon request.	No requests for presentations about MS4, NPDES and BMPs were made from business groups.
3	A.2.2	Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	<i>INCOMPLETE</i>	Conduct one presentation per year.	Conduct one presentation.	NONE
4	A.2.3	Inform agriculture community, Farm Bureau, and 4H about MS4, NPDES, and BMPs.	<i>NO LONGER APPLICABLE-SEE BMP CHANGE</i>			NONE
5	A.2.4	Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	<i>COMPLETE</i>	Conduct one presentation per year.	Conduct one presentation upon request.	No requests for presentations about MS4, NPDES and BMPs were made from environmental, conservation, and citizen groups.
6	A.6.1	Educational and informational material on web page.	<i>COMPLETE</i>	Develop web page with annual updates on informational and educational materials.	Develop web page.	Information about the Champaign County MS4 program and storm water management in general was added to the Champaign County website.
7	B.4.1	Comply with applicable state and local public notice requirements.	<i>COMPLETE</i>	Annual number of meetings with MS4 related topics	Provide notice of pending storm water regulatory changes and provide opportunity for public comment.	All public hearings and meetings are noticed as required by state law and local ordinances and policies.
8	B.6.1	Intergovernmental Storm Water Management group meetings	<i>COMPLETE</i>	Hold at least four MS4 coordination meetings year	Attend meetings	During the program year County staff attended and participated in meetings with other MS4 jurisdictions on March 8, May 20, July 12, and December 13.
9	B.7.1	Include NPDES MS4 requirements in the	<i>COMPLETE</i>	Include NPDES MS4	Include MS4 in work	Funding for MS4 projects

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 3**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 3 Milestone	Description of Activities
	County's Land Resource Management Plan		requirements in the County's Land Resource Management Plan and include in annual long range work plan as required.	plan for FY17.	expanded in the RPC Work Plan for FY17.
10	C.1.1 Map drainage system outfalls into streams and rivers.	<i>IN PROGRESS</i>	Update as information is available and complete a system wide updated every three years.	Develop drainage system map for unincorporated MS4 Area (50% complete)	The storm sewer system map for the unincorporated Champaign County MS4 Area was mapped to 50% complete. An excerpt is attached. The webmap can be viewed on the Champaign County website ( <a href="http://www.co.champaign.il.us">www.co.champaign.il.us</a> ) under the Department of Planning and Zoning and at the web address below:  <a href="https://arcg.is/1SHanm">https://arcg.is/1SHanm</a>
11	C.2.1 Prohibit illegal dumping and illicit discharges into drainage system.	<i>IN PROGRESS</i>	Review existing Nuisance Ordinance and revise Ordinance language to include illegal dumping and illicit discharges into drainage systems. Adopt a new ordinance or amend existing ordinance.	Amend ordinance with new language.	Ordinance language has been drafted regarding illegal dumping and illicit discharges into drainage systems but has not yet been adopted.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 3**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

Resolution 9955

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 3 Milestone	Description of Activities
12	C.3.1 Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	COMPLETE	Develop and maintain complaint phone line.	Maintain complaint phone line and record of complaints.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding illegal dumping and illicit discharges.
13	C.3.2 Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	COMPLETE	Develop and maintain complaint phone line.	Maintain complaint phone line and record of complaints.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding non-complying and / or non-functioning private sewage treatment systems.
14	C.3.3 Create a database of existing private sewage treatment systems and develop management plan to bring non-compliant systems into compliance.	IN PROGRESS	Create database and develop management plan. Implement plan.	Create database and develop management plan.	Records of private sewage treatment systems obtained from Public Health Department, GIS database is under development.
15	C.6.1 Annual Report to the Environment and Land Use Committee (of the Champaign County Board) and the Champaign County Board.	COMPLETE	Present Annual Report and place on file.	Annual Report completed.	Annual Report prepared and presented to the Environment and Land Use Committee (ELUC).
16	D.1.1 Soil erosion and sediment control regulations.	COMPLETE	Review existing soil erosion and sediment control regulations. Prepare draft regulations for County Board adoption. Approve revised regulations.	Enforce soil erosion and sediment control ordinance.	Soil erosion and sediment control regulations in the Champaign County Storm Water Management and Erosion Control Ordinance were enforced for all Land Disturbance Erosion Control (LDEC) Permits.
17	D.2.1 Erosion and sediment control BMPs.	COMPLETE	Review and evaluate existing BMPs to determine which should be included in the erosion and sediment control ordinance. Review existing regulations and develop new regulations for ordinance.	Review plans and development for appropriate use of BMP's as required by adopted ordinance.	Land Disturbance Erosion (LDEC) Permits are reviewed for use of appropriate BMP's
18	D.3.1 Prohibit illegal dumping and illicit discharges into storm drainage system	IN PROGRESS	Review existing Nuisance Ordinance and revise	Review existing Nuisance Ordinance and	The Storm Water Management and Erosion Control Ordinance



**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 3**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

Resolution 9935

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 3 Milestone	Description of Activities	
	from construction activities.		Ordinance language to include illegal dumping and illicit discharges into drainage systems from construction activities. Implement either a new ordinance language or amend existing Ordinance.	draft new Nuisance Ordinance language.	includes a prohibition of illegal dumping and illicit discharges from construction activities. Nuisance Ordinance language has been drafted regarding illegal dumping and illicit discharges into drainage systems but has not yet been adopted.	
19	D.4.1	Develop processes and procedures to evaluate proposed construction site runoff mechanisms.	<i>COMPLETE</i>	Develop procedures and processes to evaluate proposed construction site runoff control mechanisms.	Implement and refine review procedures	Procedures to evaluate proposed construction site runoff mechanisms are refined in the review of LDEC Permits.
20	D.4.2	Training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	<i>COMPLETE</i>	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	Director's designee attends training.	No training occurred in Year 3.
21	D.6.1	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	<i>COMPLETE</i>	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Implement and refine review procedures.	Procedures were refined as more experience was gained in the review of LDEC
22	E.2.1	Require annual inspections of publicly owned storm water management facilities (post-construction).	<i>INCOMPLETE</i>	Establish and implement procedures for annual inspections of publicly-owned storm water management facilities to insure they function as designed (post-construction) in the County SWPPP.	NONE	NONE
23	E.3.1	Develop procedures to insure that storm water management facilities are maintained to function as designed (post-	<i>IN PROGRESS</i>	Procedures identified for storm water facility maintenance (post-	NONE	The Storm Water Management and Erosion Control Ordinance requires ongoing maintenance of

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 3**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

RESOLUTION 9935

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 3 Milestone	Description of Activities
	construction).		construction) in the County SWPPP.		storm water management facilities.
24	E.4.1 Training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).	<i>INCOMPLETE</i>	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting site runoff control mechanisms (post-construction).	Director's designee attends training.	NONE
25	E.5.1 Develop procedures and processes to inspect construction sites for compliance with post-construction runoff control mechanisms.	<i>COMPLETE</i>	Develop procedures and processes to inspect construction sites for compliance with approved post-construction site runoff control mechanisms.	Develop and implement procedures.	The Storm Water Management and Erosion Control Ordinance requires "as-built" documentation.
26	F.1.1 Spill prevention protocol.	<i>INCOMPLETE</i>	Conduct annual spill prevention training with appropriate staff. Track meeting agenda, materials, and attendee sign-in sheet.	Training session completed.	NONE
27	F.1.2 Spill response protocol.	<i>COMPLETE</i>	Conduct annual spill response training with appropriate staff. Track meeting agenda, materials, and attendee sign-in sheet.	Training session completed.	The Champaign County Emergency Management Agency (CCEMA) conducted or participated in the following train in the program year: <ul style="list-style-type: none"> <li>• April 2016: The Assistant Coordinator attended a conference with a spill exercise.</li> <li>• October 2016: A spill exercise with the University of Illinois</li> <li>• March 2017 the Champaign County Emergency Management Agency hosted a display bottle for training of responders regarding LP and anhydrous ammonia.</li> </ul> Documentation of complete

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 3**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

Resolution 0955

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 3 Milestone	Description of Activities
					training is kept in file.
28	Hazardous material and storage management training.	<i>COMPLETE</i>	Conduct annual hazardous material and storage management training with appropriate staff. Track meeting agenda, materials, and attendee sign-in sheet. Review licensing annually.	License review and training session completed.	All relevant hazardous materials storage and handling reviewed with Facilities Director.
29	Storm water Pollution Prevention Plan (SWPPP) for County owned facilities.	<i>INCOMPLETE</i>	Prepare SWPPP for all County owned facilities.	Develop the Plan.	Present the Plan for adoption.
30	Investigate feasibility and effectiveness of integrated, bio-detention and filtering for County campus redesign.	<i>INCOMPLETE</i>	Review and develop a feasibility plan. Update feasibility plan each year, if necessary.	None identified.	NONE

There was no information collected from April 1, 2016, through March 31, 2017.

Attachment D. N.P.D.E.S. Permit Activities for Reporting Year 4 (April 1, 2017 – March 31, 2018)				
CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT				
REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17)			APRIL 1, 2017	
BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 3 Milestone	Year 4 Proposed Activity (4/1/17-3/31/18)
A.1.1	Flyers and information sheets at permit counter.	Develop and distribute one new educational material handout.	Distribute handout.	Distribute handout.
A.2.1	Inform business groups about MS4, NPDES, and BMPs.	Conduct one presentation per year, upon request.	Conduct one presentation, upon request.	Conduct a presentation upon request.
A.2.2	Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	Conduct one presentation each year.	Conduct one presentation.	Conduct one presentation.
A.2.4	Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	Conduct one presentation each year, upon request.	Conduct one presentation, upon request.	Conduct one presentation upon request.
A.6.1	Educational and informational material on web page.	Develop web page with annual updates on informational and educational materials.	Develop web page.	Post Annual MS4 Report to County website.
B.4.1	Comply with applicable State and local public notice requirements.	Annual number of meetings with MS4 related topics. Maintain electronic records of notices, agendas, and public participation.	Provide notice of pending stormwater regulatory changes and provide opportunity for public comment.	Post meeting announcements as required by law.
B.6.1	Intergovernmental Storm Water Management group meetings (coordination meetings for all Champaign County MS4 jurisdictions)	Hold at least four MS4 coordination meetings each year.	Attend meetings.	Attend MS4 meetings.
B.6.2	Prepare a storm water survey that can be used to capture public comment on the MS4 Storm Water Program	Prepare a storm water survey that can be used to capture annual public comment on the Champaign County Unincorporated MS4 Area Storm Water Program.	Develop and test the Champaign County Unincorporated MS4 Area Storm Water Survey	Make the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website.
B.6.3	Hold Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program.	Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at one ELUC Meeting each year.	Storm water management in the Wilbur Heights Subdivision (an Environmental Justice area) was discussed at the August 4, 2016, meeting of the	Hold a public meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program at the March 2018 regular meeting of the Champaign County Board's Environment and Land Use Committee (ELUC). Public comments

**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year 4 (April 1, 2017 – March 31, 2018)**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017**

<b>BMP No.</b>	<b>Brief Description of Best Management Practice (BMP)</b>	<b>Measurable Goal</b>	<b>Year 3 Milestone</b>	<b>Year 4 Proposed Activity (4/1/17-3/31/18)</b>
			Champaign County Board Environment and Land Use Committee	will include (a) comments received from the April 2017 random sample survey of Champaign County Unincorporated MS4 Area Environmental Justice (EJ) Areas; (b) comments received from respondents of the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website during the period 4/1/17 through 3/1/18; and (c) comments made by public participation at the Public Meeting in March 2018. All public comments received in regards to the Champaign County Unincorporated MS4 Area Storm Water Program during Year 4 will be reported in the Annual Facility Inspection Report for Year 4.
<b>B.6.4</b>	<b>Identify Environmental Justice areas within the Champaign County Unincorporated MS4 Area and include appropriate public participation.</b>	Identify Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area and update EJ Areas annually based on the most current US Census information and randomly sample the EJ area population for storm water concerns using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. Review the survey results at the next Annual Public Storm Water Meeting held at a meeting of the Champaign County Board's Environment and Land Use Committee (ELUC).	Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area were identified using the most current data from the U.S. Census Bureau's American Community Survey and in March 2017 the Draft Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope was tested on a small sample of the EJ area population.	In April 2017 a random sample survey of the EJ population was conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the March 2018 meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Year 4.

Attachment D. N.P.D.E.S. Permit Activities for Reporting Year 4 (April 1, 2017 – March 31, 2018)				
CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT				
REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17)			APRIL 1, 2017	
BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 3 Milestone	Year 4 Proposed Activity (4/1/17-3/31/18)
B.7.1	Fund aspects of NPDES MS4 implementation in the County's Land Resource Management Plan implementation budget including public involvement when appropriate.	Include NPDES MS4 requirements in the County's Land Resource Management Plan and include in annual long range work plan as required.	Include MS4 in work plan for FY17	Include MS4 in work plan for FY18
C.1.1	Map drainage system out falls into streams and rivers.	Update as information is available and complete a system wide update every 3 years.	Develop drainage system map for unincorporated MS4 Area (50% completion)	(1) Develop drainage system map for unincorporated MS4 Area (100% completion) by 12/31/17.  (2) Maintain drainage system map for unincorporated MS4 Area.  (3) Develop drainage system map for County Highway system outside of MS4 Area (20% completion).
C.2.1	Prohibit illegal dumping and illicit discharges into drainage systems through nuisance ordinance.	Review existing Nuisance Ordinance and revise Ordinance to include illegal dumping and illicit discharges into drainage systems. Adopt a new Ordinance or amend existing Ordinance.	<del>Enforce amended Nuisance Ordinance.</del> <b>MILESTONE NOT ACHIEVED</b>	<b>REVISED. SEE BMP CHANGE:</b> Amend Nuisance Ordinance with new illicit discharge language.
C.3.1	Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	Develop and maintain phone line.	Maintain complaint phone line and record of complaints.	Maintain complaint phone line and record of complaints.
C.3.2	Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	Develop and maintain complaint phone line.	Maintain complaint phone line and record of complaints.	Maintain complaint phone line and record of complaints.
C.3.3	Create a database of existing private sewage treatments systems and develop management plan to bring non-compliant systems into compliance.	Create database and develop and adopt management plan. Implement management plan.	Create database and develop management plan.	Create database and develop management plan.
C.6.1	Annual report to the Environment and Land Use Committee of the Champaign County Board.	Present Annual Report and place on file.	Annual report completed	Complete annual report.

Attachment D. N.P.D.E.S. Permit Activities for Reporting Year 4 (April 1, 2017 – March 31, 2018)				
CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT				
REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017				
BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 3 Milestone	Year 4 Proposed Activity (4/1/17-3/31/18)
D.1.1	Soil Erosion and Sediment Control regulations.	Review existing erosion and sediment control regulations. Prepare draft regulations for County Board adoption. Approve revised regulations.	Enforce Soil Erosion and Sediment Control regulations.	Enforce Soil Erosion and Sediment Control regulations.
D.2.1	Erosion and Sediment Control BMPs.	Review and evaluate existing BMPs to determine which should be included in the erosion and sediment control ordinance. Review existing regulations and develop new regulations for the ordinance.	Review plans and development for appropriate use of BMPs as required by adopted ordinance and/or policy	Review Land Disturbance Erosion (LDEC) Permits for use of appropriate BMP's
D.3.1	Prohibit illegal dumping and illicit discharges into storm drainage system from construction activities.	Review existing Nuisance Ordinance and revise Ordinance language to include illegal dumping and illicit discharges into drainage systems from construction activities. Implement either a new Ordinance or amend existing Ordinance.	<del>Amend or adopt Nuisance Ordinance with updates.</del> MILESTONE NOT ACHIEVED	<b>REVISED. SEE BMP CHANGE:</b> Amend Nuisance Ordinance with new illicit discharge language
D.4.1	Develop procedures and processes to evaluate proposed construction site runoff mechanisms.	Develop procedures and processes to evaluate proposed construction site runoff mechanisms.	Implement and refine review procedures.	Implement and refine review procedures.
D.4.2	Training class/ workshop for evaluating and inspecting construction site runoff control mechanism.	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	Director's designee attends training.	Director's designee attends training.
D.6.1	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Implement and refine review procedures.	Implement and refine review procedures.
E.1.1	Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	Add a Green Infrastructure page to the Champaign County website to educate landowners about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and	NONE	Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page



Attachment D. N.P.D.E.S. Permit Activities for Reporting Year 4 (April 1, 2017 – March 31, 2018) CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017				
BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 3 Milestone	Year 4 Proposed Activity (4/1/17-3/31/18)
		pollutants from existing privately owned developed property.		
E.1.2	Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	Add a Sustainable Lawn Care page to the Champaign County website to educate landowners about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	NONE	Develop and implement a Champaign County Sustainable Lawn Care web page
E.2.1	Require annual inspection of publicly-owned storm water management facilities (post- construction).	Establish and implement procedures for annual inspections of publicly-owned storm water management facilities to ensure facilities function as designed (post-construction) in the County SWPPP.	<del>Develop and implement procedures in the County SWPPP.</del> MILESTONE NOT ACHIEVED	REVISED. SEE BMP CHANGE: Develop and implement procedures in the County SWPPP
E.3.1	Develop procedures to ensure that storm water facilities are maintained to function as designed (post- construction).	Procedures identified for storm water facility maintenance (post-construction) in the County SWPPP.	Develop and implement procedures in the County SWPPP.	Develop and implement procedures in the County SWPPP.
E.4.1	Training class or workshop for evaluating and inspecting site runoff control mechanisms (post-construction).	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting site runoff control mechanisms (post-construction).	Director's designee attends training.	Director's designee attends training.
E.5.1	Develop procedures and processes to inspect construction sites for compliance with runoff control mechanisms.	Develop procedures and processes to inspect construction sites for compliance with approved post-construction site runoff control mechanisms.	Develop and implement procedures.	Develop and implement procedures
F.1.1	Spill prevention protocol	Conduct annual spill prevention training with appropriate County staff. Track with meeting agenda, materials, and attendee sign-in sheet.	Training session completed.	Training session completed.
F.1.2	Spill response protocol	Conduct annual spill response training with appropriate County staff. Track with meeting agenda, materials and attendee sign-in sheet.	Training session completed.	Training session completed.

<b>Attachment D. N.P.D.E.S. Permit Activities for Reporting Year 4 (April 1, 2017 – March 31, 2018)</b> <b>CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT</b> <b>REPORTING PERIOD YEAR 3 (4/1/16 – 3/31/17) APRIL 1, 2017</b>				
BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 3 Milestone	Year 4 Proposed Activity (4/1/17-3/31/18)
F.1.4	Hazardous material and storage management training.	Conduct annual hazardous material and storage management training with appropriate County staff. Track with meeting agenda, materials and attendee sign-in sheet. Review licensing annually.	License review and training session completed.	Complete a training session with appropriate staff and review relevant licenses.
F.2.1	Prepare a Stormwater Pollution Prevention Plan (SWPPP) for County owned facilities.	Prepare SWPPP for all County owned facilities.	Develop the plan.	Present the plan for adoption.
F.3.1	Investigate feasibility and effectiveness of integrated bio-detention and filtering for County campus redesign.	Review and develop a feasibility plan. Update feasibility plan each year, if necessary.	None identified.	None identified.

DATE: February 3, 2017

TO: Environment and Land Use Committee

FROM: Susan Monte and Kathleen Oldrey, Planners  
John Hall, Champaign County MS4 Coordinator

RE: Champaign County MS4 Storm Water Management Program Identification of  
Environmental Justice Areas

ACTION

REQUESTED: For Information Only

### Champaign County MS4 Storm Water Management Program Background

Last June, John Hall informed ELUC members about the new requirements for the Champaign County MS4 Storm Water Management Program that became effective on March 1, 2016.

A priority item of the 2017 RPC-Champaign County Planning Contract is to identify environmental justice (EJ) areas as specified by the effective General NPDES Permit No. ILR40 for the Champaign County MS4 Storm Water Management Program. This memorandum provides information about the methods used to determine EJ areas that exist within the Champaign County MS4 jurisdiction.

### Environmental Justice Requirement

Part IV.B.2.d of the new General NPDES Permit No. ILR40 effective 3/1/16 contains the following 'Environmental Justice' requirement:

"The permittee shall identify environmental justice areas within its jurisdiction and include appropriate public involvement/participation. Information on environmental justice concerns may be found at <http://www.epa.gov/environmentaljustice/>. This requirement may be met in conjunction with or as part of a regular council or board meeting."

The new General NPDES Permit No. ILR40 effective 3/1/16 contains the following defined terms<sup>1</sup>

- "Environmental Justice (EJ)" means the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.
- "Environmental Justice Area" means a community with a low-income and/or minority population greater than twice the statewide average.<sup>2</sup> If the low-income and/or minority population percentage is equal to or less than the statewide average, the community should not be considered a potential EJ community.

## Identification of EJ Areas in Champaign County MS4 Areas

We used the defined terms from the General NPDES to identify EJ areas within the Champaign County MS4 jurisdiction. Attachment A describes the assumptions made and process utilized, based on the definitions provided (shown above).

Attachment B contains spreadsheet data with additional detail specific to each U.S. Census Block Group situated within the Champaign County MS4 jurisdiction.

Attachment C is a series of five maps, including an overview map of the identified EJ areas within the Champaign County MS4 jurisdiction, and four close-up maps of the identified EJ areas within the Champaign County MS4 jurisdiction.

A pdf copy of each of Attachment B and C will be available on the Champaign County P&Z webpage.

### Attachments:

- A Champaign County MS4 EJ Areas Map Evaluation: Assumptions and Process
- B Spreadsheet of EJ data based on U.S. Census Block Groups
- C Champaign County MS4 Map Series with Identified Environmental Justice Areas as defined by General NPDES Permit No. ILR40 effective 3/1/16

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### Notes:

1. The General NPDES Permit No. ILR40 Part IV. Definitions and Acronyms contain the following qualifier: "All definition contained in Section 502 of the Clean Water Act, 40 CFR 122, and 35 Ill. Adm. Code 309 shall apply to this permit and are incorporated herein by reference. For convenience, simplified explanations of some regulatory/statutory definitions have been provided. In the event of a conflict, the definition found in the statute or regulation takes precedence.

2. The definition for 'Environmental Justice Area' includes the additional provision that "... a community may be considered a potential EJ community if the low-income and/or minority population is less than twice the state-wide average but greater than the statewide average and it has identified itself as an EJ community."

## MS4 Environmental Justice Areas Map Evaluation: Assumptions and Process

### Assumptions

- The term "low-income" was assumed to mean "below the poverty line."
- The term "statewide average" was assumed to mean the state poverty rate and population percentages.
- Margins of error were disregarded for the purposes of these calculations, and may impact some results.

### Process

1. Downloaded, calculated, and arrayed poverty and demographic data for block groups in which Champaign County's MS4 areas are located.
2. Compared each block group of interest with the state of Illinois, in the dimensions of poverty rate, % black or African American, % American Indian or Alaska Native, % Asian, % Native Hawaiian or Other Pacific Islander, % Some other race, % Two or more races, and % Hispanic or Latino origin.
3. In each of the above dimensions, assigned each block group to a category based on the given definition of EJ area: block groups with a rate or percentage equal to or less than the statewide average (not qualifying as EJ areas), block groups with a rate or percentage greater than but not double the statewide average (able to self-identify as EJ areas), and block groups with a rate or percentage double or more than the statewide average (qualifying as EJ areas).
4. Assessed each block group individually, based on its assigned categories.
  - a. Block groups categorized as having rates or percentages that are double or more than the statewide average in one or more of the assessed dimensions were identified as EJ areas.
  - b. Block groups categorized as having rates and percentages equal to or less than the statewide average in all dimensions were identified as not being EJ areas.
  - c. Block groups categorized as having no dimensions with rates or percentages that are double or greater than the statewide average, but with one or more of the assessed dimensions with a rate or percentage greater but not double the statewide average, were identified as having the ability to self-identify as an EJ area.

### Data Sources

U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B17017; generated by CCRPC staff; using American FactFinder; <<http://factfinder2.census.gov>>; (25 January 2017).

U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B02001; generated by CCRPC staff; using American FactFinder; <<http://factfinder2.census.gov>>; (25 January 2017).

U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B03003; generated by CCRPC staff; using American FactFinder; <<http://factfinder2.census.gov>>; (25 January 2017).

	Poverty Rate	Black or African American alone	AIAN alone	Asian alone	NHOPI alone	Some other race alone	Two or more races	Hispanic or Latino origin
<b>Illinois</b>								
Population %	13.4%	14.3%	0.2%	5.0%	0.026%	5.8%	2.2%	16.5%
Relation to State Rate	Equal to	Equal to	Equal to	Equal to	Equal to	Equal to	Equal to	Equal to
EJ Area?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Tract 2, Block Group 1</b>								
Population %	22.8%	68.5%	0.0%	3.5%	0.000%	0.0%	0.0%	6.4%
Relation to State Rate	Greater than, not double	Double or greater	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	Yes	No	No	No	No	No	No
<b>Tract 7, Block Group 1</b>								
Population %	21.4%	15.2%	0.0%	1.5%	0.000%	4.3%	2.3%	72.5%
Relation to State Rate	Greater than, not double	Greater than, not double	Less than	Less than	Less than	Less than	Greater than, not double	Double or greater
EJ Area?	Can self-identify	Can self-identify	No	No	No	No	Can self-identify	Yes
<b>Tract 8, Block Group 1</b>								
Population %	10.6%	25.8%	0.0%	14.4%	0.000%	1.8%	4.2%	10.2%
Relation to State Rate	Less than	Greater than, not double	Less than	Double or greater	Less than	Less than	Greater than, not double	Less than
EJ Area?	No	Can self-identify	No	Yes	No	No	Can self-identify	No
<b>Tract 8, Block Group 2</b>								
Population %	24.6%	33.6%	0.0%	34.9%	0.000%	0.0%	1.8%	4.4%
Relation to State Rate	Greater than, not double	Double or greater	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	Yes	No	Yes	No	No	No	No
<b>Tract 9.01, Block Group 2</b>								
Population %	40.9%	65.0%	0.0%	0.3%	0.000%	0.0%	6.2%	9.6%
Relation to State Rate	Double or greater	Double or greater	Less than	Less than	Less than	Less than	Double or greater	Less than
EJ Area?	Yes	Yes	No	No	No	No	Yes	No
<b>Tract 9.02, Block Group 1</b>								
Population %	8.6%	17.3%	0.0%	9.2%	0.000%	0.5%	2.4%	1.8%
Relation to State Rate	Less than	Greater than, not double	Less than	Greater than, not double	Less than	Less than	Greater than, not double	Less than
EJ Area?	No	Can self-identify	No	Can self-identify	No	No	Can self-identify	No
<b>Tract 9.02, Block Group 2</b>								
Population %	14.6%	14.3%	0.0%	1.0%	0.000%	5.4%	0.0%	5.4%
Relation to State Rate	Greater than, not double	Equal to	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	No	No	No	No	No	No	No
<b>Tract 10, Block Group 5</b>								
Population %	29.5%	42.4%	0.0%	8.3%	0.000%	2.1%	3.0%	0.0%
Relation to State Rate	Double or greater	Double or greater	Less than	Greater than, not double	Less than	Less than	Greater than, not double	Less than
EJ Area?	Yes	Yes	No	Can self-identify	No	No	Can self-identify	No
<b>Tract 12.01, Block Group 2</b>								
Population %	17.4%	7.9%	0.0%	1.5%	0.000%	0.0%	3.5%	1.3%
Relation to State Rate	Greater than, not double	Less than	Less than	Less than	Less than	Less than	Greater than, not double	Less than
EJ Area?	Can self-identify	No	No	No	No	No	Can self-identify	No
<b>Tract 12.01, Block Group 4</b>								
Population %	11.7%	37.7%	0.0%	6.1%	0.000%	5.6%	6.7%	8.4%
Relation to State Rate	Less than	Double or greater	Less than	Greater than, not double	Less than	Less than	Double or greater	Less than
EJ Area?	No	Yes	No	Can self-identify	No	No	Yes	No
<b>Tract 12.01, Block Group 5</b>								
Population %	26.3%	33.0%	0.0%	17.5%	0.000%	3.8%	1.8%	4.9%
Relation to State Rate	Greater than, not double	Double or greater	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	Yes	No	Yes	No	No	No	No
<b>Tract 12.04, Block Group 1</b>								
Population %	1.2%	1.7%	0.5%	19.3%	0.000%	0.0%	2.2%	2.0%
Relation to State Rate	Less than	Less than	Double or greater	Double or greater	Less than	Less than	Equal to	Less than
EJ Area?	No	No	Yes	Yes	No	No	No	No

	Poverty Rate	Black or African American alone	AIAN alone	Asian alone	NHOPI alone	Some other race alone	Two or more races	Hispanic or Latino origin
<b>Tract 12.05, Block Group 1</b>								
Population %	12.4%	4.5%	0.0%	23.9%	0.000%	0.0%	0.9%	0.4%
Relation to State Rate	Less than	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	Yes	No	No	No	No
<b>Tract 12.05, Block Group 2</b>								
Population %	31.2%	16.2%	0.0%	13.2%	0.000%	0.0%	7.8%	14.2%
Relation to State Rate	Double or greater	Greater than, not double	Less than	Double or greater	Less than	Less than	Double or greater	Less than
EJ Area?	Yes	Can self-identify	No	Yes	No	No	Yes	No
<b>Tract 12.05, Block Group 3</b>								
Population %	2.6%	5.7%	0.0%	21.3%	0.000%	0.0%	2.9%	6.5%
Relation to State Rate	Less than	Less than	Less than	Double or greater	Less than	Less than	Greater than, not double	Less than
EJ Area?	No	No	No	Yes	No	No	Can self-identify	No
<b>Tract 12.06, Block Group 1</b>								
Population %	2.0%	7.7%	0.0%	2.0%	0.000%	0.0%	0.0%	0.5%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No
<b>Tract 12.06, Block Group 2</b>								
Population %	0.0%	0.0%	0.0%	10.6%	0.000%	0.0%	0.0%	1.4%
Relation to State Rate	Less than	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	Yes	No	No	No	No
<b>Tract 13.01, Block Group 2</b>								
Population %	0.0%	3.2%	0.0%	3.4%	0.000%	0.0%	0.0%	1.3%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No
<b>Tract 13.01, Block Group 5</b>								
Population %	10.0%	7.5%	0.0%	5.8%	0.000%	0.0%	0.0%	0.0%
Relation to State Rate	Less than	Less than	Less than	Greater than, not double	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	Can self-identify	No	No	No	No
<b>Tract 13.02, Block Group 1</b>								
Population %	9.9%	9.1%	0.0%	7.2%	0.000%	0.0%	2.2%	5.0%
Relation to State Rate	Less than	Less than	Less than	Greater than, not double	Less than	Less than	Equal to	Less than
EJ Area?	No	No	No	Can self-identify	No	No	No	No
<b>Tract 13.02, Block Group 2</b>								
Population %	6.6%	3.4%	0.0%	12.2%	0.000%	1.8%	1.9%	1.4%
Relation to State Rate	Less than	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	Yes	No	No	No	No
<b>Tract 14, Block Group 1</b>								
Population %	43.6%	6.6%	0.4%	12.1%	0.000%	0.2%	1.7%	7.7%
Relation to State Rate	Double or greater	Less than	Double or greater	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	Yes	No	Yes	Yes	No	No	No	No
<b>Tract 14, Block Group 2</b>								
Population %	18.1%	4.8%	0.0%	22.3%	0.000%	0.0%	7.1%	8.2%
Relation to State Rate	Greater than, not double	Less than	Less than	Double or greater	Less than	Less than	Double or greater	Less than
EJ Area?	Can self-identify	No	No	Yes	No	No	Yes	No
<b>Tract 53, Block Group 1</b>								
Population %	67.0%	10.6%	0.0%	46.2%	0.000%	0.0%	3.0%	4.4%
Relation to State Rate	Double or greater	Less than	Less than	Double or greater	Less than	Less than	Greater than, not double	Less than
EJ Area?	Yes	No	No	Yes	No	No	Can self-identify	No
<b>Tract 53, Block Group 2</b>								
Population %	17.5%	29.4%	0.0%	0.0%	0.000%	0.0%	4.9%	0.0%
Relation to State Rate	Greater than, not double	Double or greater	Less than	Less than	Less than	Less than	Double or greater	Less than
EJ Area?	Can self-identify	Yes	No	No	No	No	Yes	No

	Poverty Rate	Black or African American alone	AIAN alone	Asian alone	NHOPI alone	Some other race alone	Two or more races	Hispanic or Latino origin
<b>Tract 54.01, Block Group 1</b>								
Population %	33.4%	26.7%	0.0%	0.0%	0.000%	0.0%	0.0%	0.0%
Relation to State Rate	Double or greater	Greater than, not double	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	Yes	Can self-identify	No	No	No	No	No	No
<b>Tract 54.01, Block Group 2</b>								
Population %	28.0%	46.7%	0.0%	7.0%	0.000%	0.0%	3.4%	13.5%
Relation to State Rate	Double or greater	Double or greater	Less than	Greater than, not double	Less than	Less than	Greater than, not double	Less than
EJ Area?	Yes	Yes	No	Can self-identify	No	No	Can self-identify	No
<b>Tract 54.01, Block Group 3</b>								
Population %	0.0%	0.0%	0.0%	2.1%	0.000%	0.0%	1.6%	1.5%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No
<b>Tract 54.01, Block Group 4</b>								
Population %	45.9%	6.1%	0.0%	0.0%	0.000%	6.1%	0.0%	58.0%
Relation to State Rate	Double or greater	Less than	Less than	Less than	Less than	Greater than, not double	Less than	Double or greater
EJ Area?	Yes	No	No	No	No	Can self-identify	No	Yes
<b>Tract 54.01, Block Group 5</b>								
Population %	14.6%	5.4%	0.0%	8.1%	0.000%	1.5%	9.9%	7.4%
Relation to State Rate	Greater than, not double	Less than	Less than	Greater than, not double	Less than	Less than	Double or greater	Less than
EJ Area?	Can self-identify	No	No	Can self-identify	No	No	Yes	No
<b>Tract 54.02, Block Group 1</b>								
Population %	40.7%	0.0%	0.6%	3.9%	0.000%	0.0%	8.7%	5.4%
Relation to State Rate	Double or greater	Less than	Double or greater	Less than	Less than	Less than	Double or greater	Less than
EJ Area?	Yes	No	Yes	No	No	No	Yes	No
<b>Tract 54.02, Block Group 2</b>								
Population %	10.4%	1.1%	0.6%	0.9%	0.000%	0.0%	0.0%	0.0%
Relation to State Rate	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	Yes	No	No	No	No	No
<b>Tract 54.02, Block Group 3</b>								
Population %	10.8%	5.7%	0.5%	4.0%	0.000%	4.5%	0.0%	12.4%
Relation to State Rate	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	Yes	No	No	No	No	No
<b>Tract 55, Block Group 1</b>								
Population %	17.0%	6.0%	0.0%	1.8%	0.000%	0.0%	0.0%	0.0%
Relation to State Rate	Greater than, not double	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	No	No	No	No	No	No	No
<b>Tract 55, Block Group 2</b>								
Population %	5.4%	0.1%	0.0%	25.5%	0.000%	0.0%	1.8%	0.0%
Relation to State Rate	Less than	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	Yes	No	No	No	No
<b>Tract 55, Block Group 3</b>								
Population %	23.3%	36.1%	0.0%	0.0%	0.000%	0.2%	3.2%	1.0%
Relation to State Rate	Greater than, not double	Double or greater	Less than	Less than	Less than	Less than	Greater than, not double	Less than
EJ Area?	Can self-identify	Yes	No	No	No	No	Can self-identify	No
<b>Tract 56, Block Group 5</b>								
Population %	16.2%	14.7%	0.2%	5.4%	0.000%	0.0%	0.6%	6.6%
Relation to State Rate	Greater than, not double	Greater than, not double	Equal to	Greater than, not double	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	Can self-identify	No	Can self-identify	No	No	No	No
<b>Tract 57.02, Block Group 1</b>								
Population %	17.6%	18.2%	0.7%	4.0%	0.000%	0.5%	0.3%	0.6%
Relation to State Rate	Greater than, not double	Greater than, not double	Double or greater	Less than	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	Can self-identify	Yes	No	No	No	No	No

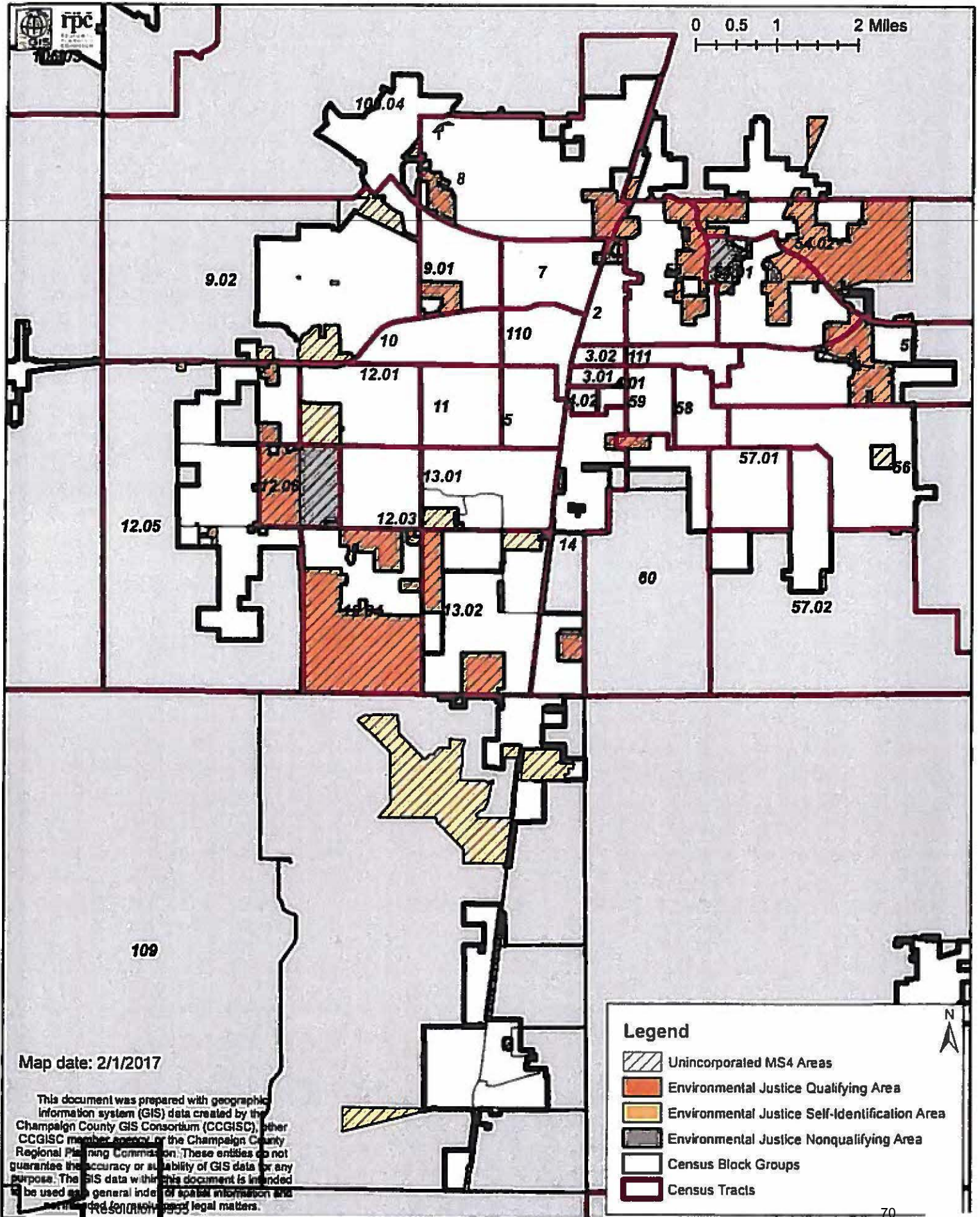


	Poverty Rate	Black or African American alone	AIAN alone	Asian alone	NHOPI alone	Some other race alone	Two or more races	Hispanic or Latino origin
<b>Tract 59, Block Group 2</b>								
Population %	55.9%	3.3%	0.0%	36.9%	0.000%	0.0%	2.0%	9.2%
Relation to State Rate	Double or greater	Less than	Less than	Double or greater	Less than	Less than	Less than	Less than
EJ Area?	Yes	No	No	Yes	No	No	No	No
<b>Tract 59, Block Group 3</b>								
Population %	82.0%	11.9%	0.3%	17.5%	0.000%	0.0%	2.8%	8.0%
Relation to State Rate	Double or greater	Less than	Greater than, not double	Double or greater	Less than	Less than	Greater than, not double	Less than
EJ Area?	Yes	No	Can self-identify	Yes	No	No	Can self-identify	No
<b>Tract 60, Block Group 1</b>								
Population %	44.6%	10.7%	0.0%	35.6%	0.000%	0.3%	4.3%	5.3%
Relation to State Rate	Double or greater	Less than	Less than	Double or greater	Less than	Less than	Greater than, not double	Less than
EJ Area?	Yes	No	No	Yes	No	No	Can self-identify	No
<b>Tract 106.04, Block Group 1</b>								
Population %	13.4%	4.2%	0.0%	1.2%	0.000%	0.0%	6.9%	1.1%
Relation to State Rate	Equal to	Less than	Less than	Less than	Less than	Less than	Double or greater	Less than
EJ Area?	No	No	No	No	No	No	Yes	No
<b>Tract 106.04, Block Group 2</b>								
Population %	18.9%	5.4%	0.2%	2.9%	0.000%	0.0%	3.5%	2.0%
Relation to State Rate	Greater than, not double	Less than	Equal to	Less than	Less than	Less than	Greater than, not double	Less than
EJ Area?	Can self-identify	No	No	No	No	No	Can self-identify	No
<b>Tract 109, Block Group 2</b>								
Population %	5.0%	0.0%	0.0%	0.2%	0.000%	3.2%	0.0%	5.8%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No
<b>Tract 109, Block Group 3</b>								
Population %	3.1%	0.0%	0.0%	1.6%	0.000%	0.0%	1.8%	0.0%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No
<b>Tract 109, Block Group 4</b>								
Population %	6.0%	0.0%	0.0%	0.0%	0.000%	0.0%	0.0%	12.3%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No
<b>Tract 109, Block Group 5</b>								
Population %	16.9%	6.9%	0.0%	1.3%	0.000%	3.5%	1.0%	6.5%
Relation to State Rate	Greater than, not double	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	Can self-identify	No	No	No	No	No	No	No
	Poverty Rate	Black or African American alone	AIAN alone	Asian alone	NHOPI alone	Some other race alone	Two or more races	Hispanic or Latino origin
<b>Tract 109, Block Group 8</b>								
Population %	1.9%	0.1%	0.0%	0.4%	0.000%	0.3%	1.3%	2.0%
Relation to State Rate	Less than	Less than	Less than	Less than	Less than	Less than	Less than	Less than
EJ Area?	No	No	No	No	No	No	No	No

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B17017; generated by CCRPC staff; using American FactFinder; <<http://factfinder2.census.gov>>; (25 January 2017).

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B02001; generated by CCRPC staff; using American FactFinder; <<http://factfinder2.census.gov>>; (25 January 2017).

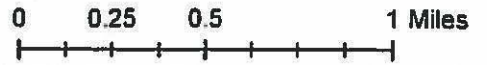
Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B03003; generated by CCRPC staff; using American FactFinder; <<http://factfinder2.census.gov>>; (25 January 2017).



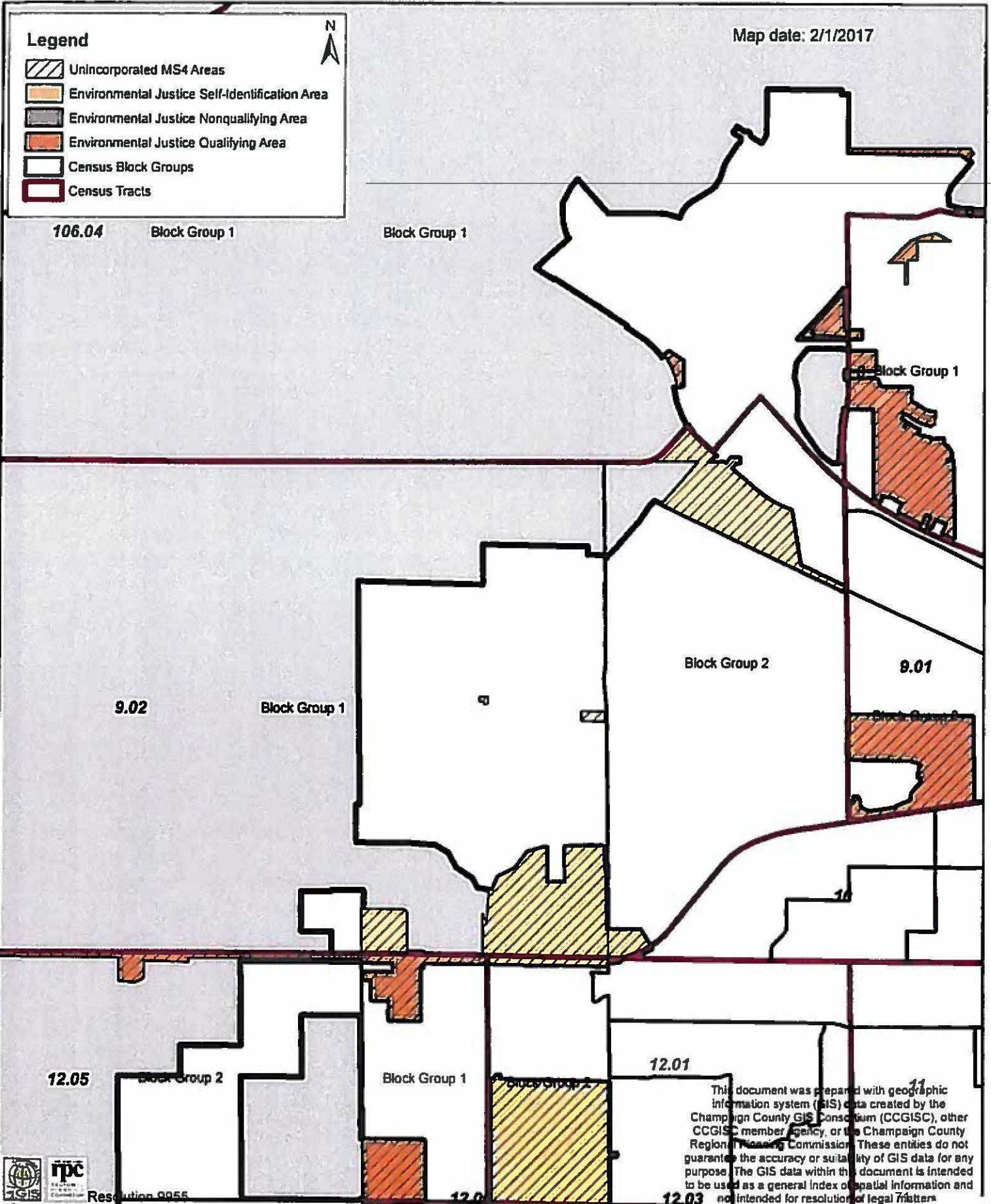


# MS4 Environmental Justice Areas: Unincorporated Champaign County Champaign Area Detailed Map

Attachment C



Map date: 2/1/2017



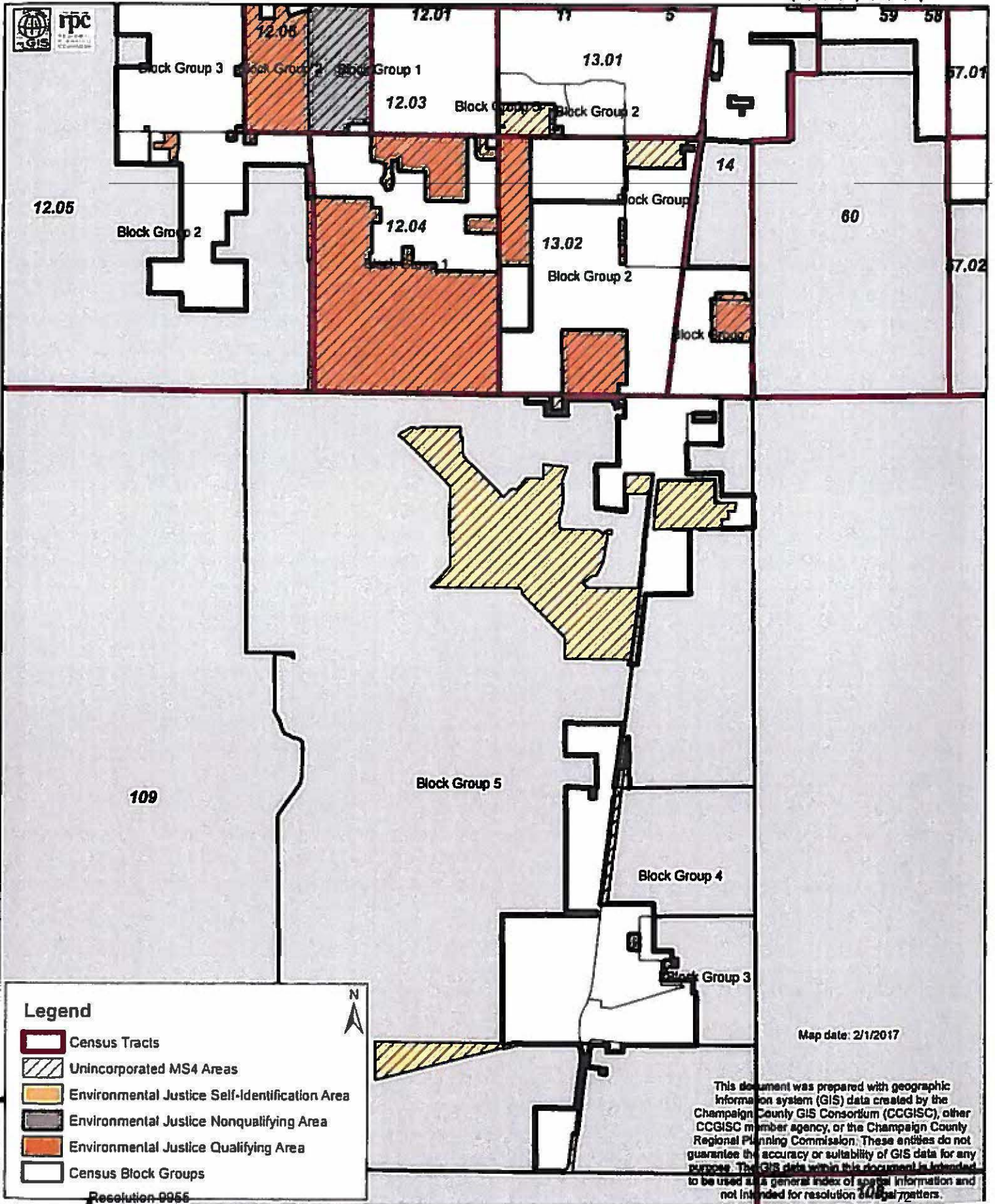
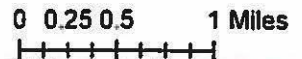
Resolution 9955

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# MS4 Environmental Justice Areas: Unincorporated Champaign County Savoy Area Detailed Map

Attachment C



**Legend**

- Census Tracts
- Unincorporated MS4 Areas
- Environmental Justice Self-Identification Area
- Environmental Justice Nonqualifying Area
- Environmental Justice Qualifying Area
- Census Block Groups

Resolution 9956

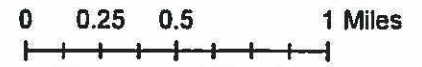
Map date: 2/1/2017

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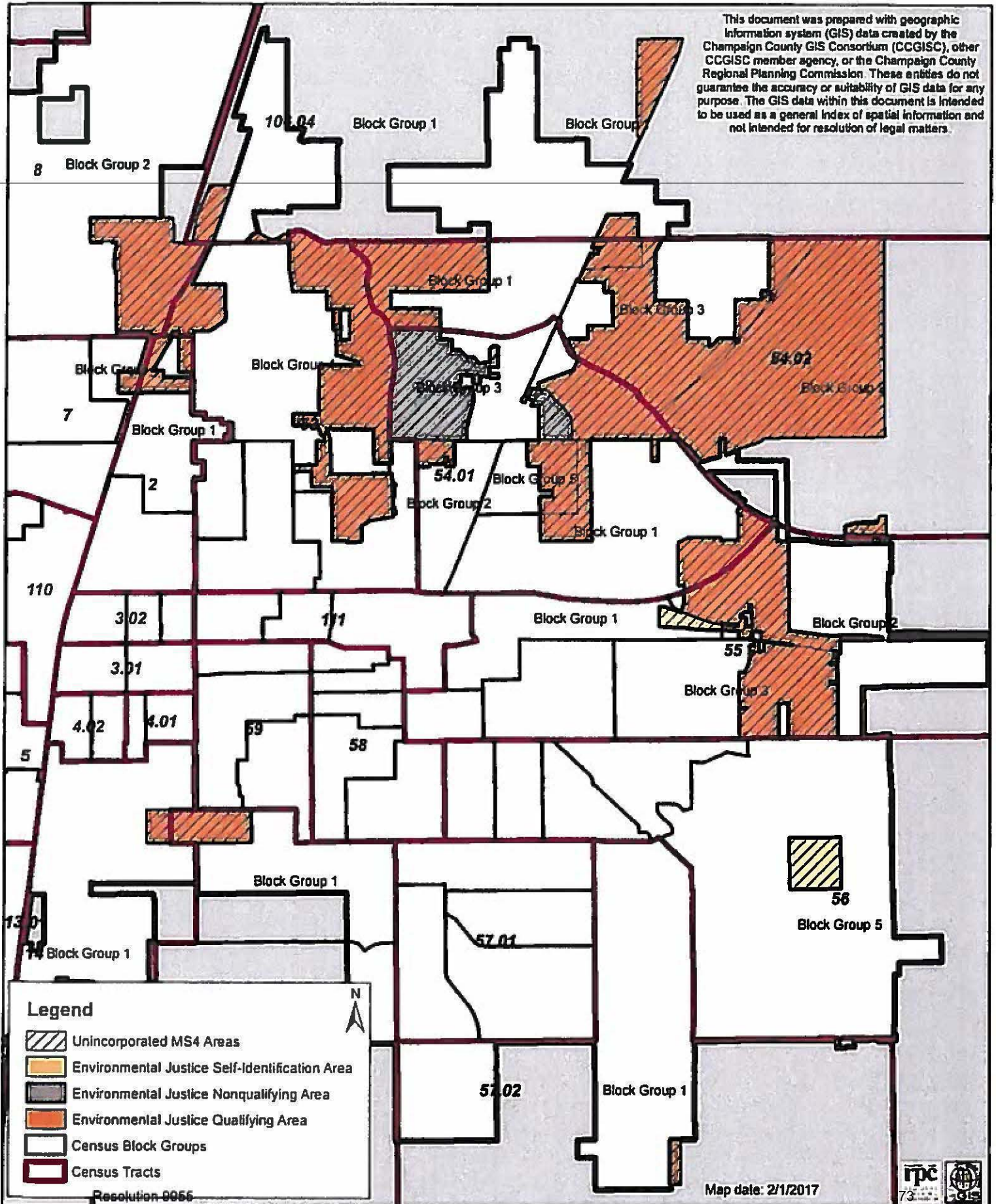


# MS4 Environmental Justice Areas: Unincorporated Champaign County Urbana Area Detailed Map

Attachment C



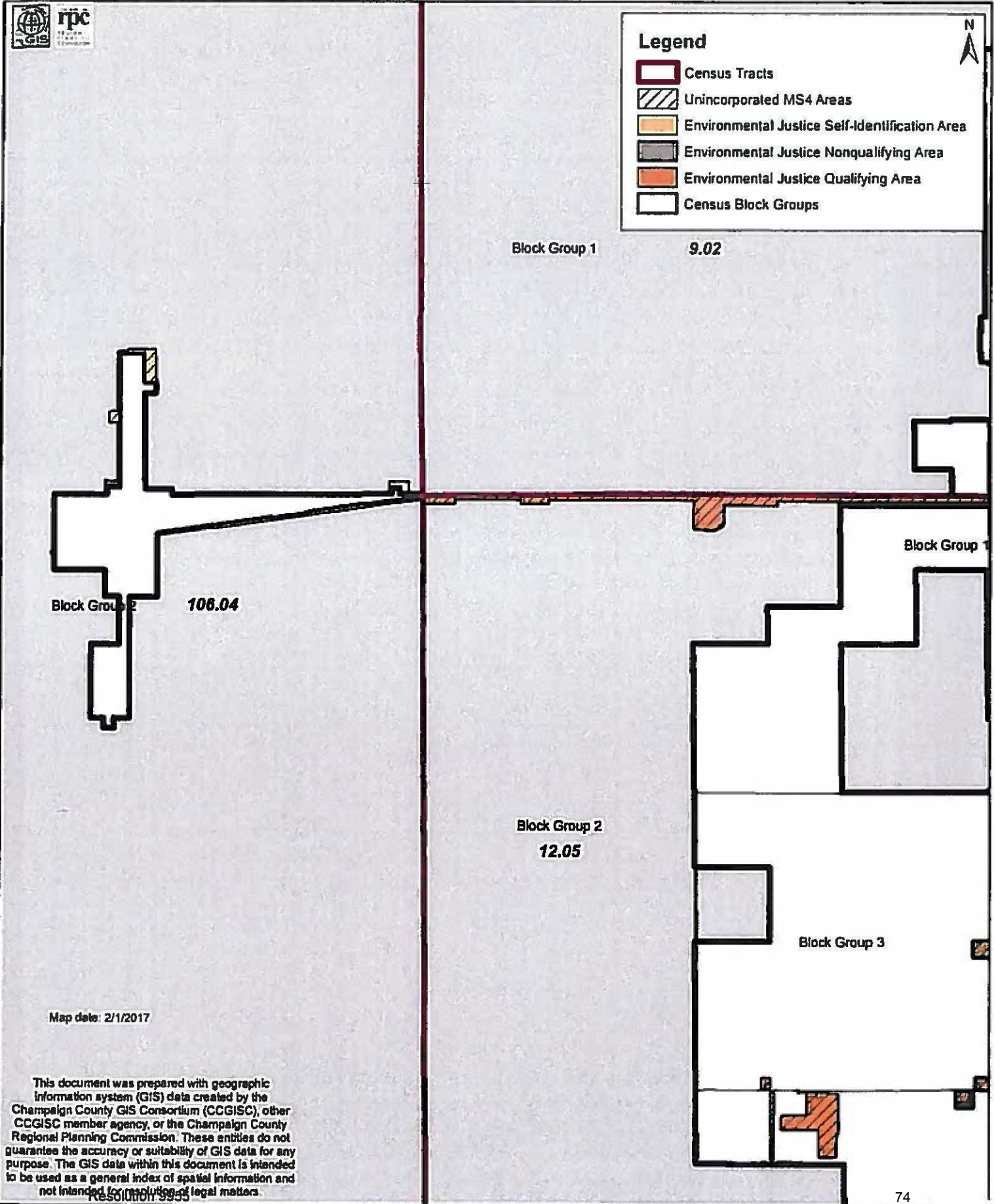
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# MS4 Environmental Justice Areas: Unincorporated Champaign County Bondville Area Detailed Map

Attachment C



**Legend**

- Census Tracts
- Unincorporated MS4 Areas
- Environmental Justice Self-Identification Area
- Environmental Justice Nonqualifying Area
- Environmental Justice Qualifying Area
- Census Block Groups

Block Group 1 9.02

Block Group 2 106.04

Block Group 2 12.05

Block Group 3

Map date: 2/1/2017

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# Champaign County MS4 Area Storm Water Survey

The purpose of this survey is to identify citizen concerns related to storm water within the Champaign County MS4 Area. The attached map at the end of this survey identifies the Champaign County MS4 Area and the larger Urbanized Area.

This survey is conducted as part of the Champaign County Municipal Separate Storm Sewer System (MS4) Storm Water Program, as required by the National Pollutant Discharge Elimination System (NPDES) Storm Water Program administered by the Illinois Environmental Protection Agency. Any resident of Champaign County may participate in this survey. However, we ask that you submit only one completed survey.

Please complete and return the survey as soon as possible. For your convenience, we include a postage-paid return envelope.

If you have a question about the Champaign County MS4 Storm Water Program or this survey, please contact the Department of Planning and Zoning at 217-384-3708 or [ZoningDept@co.champaign.il.us](mailto:ZoningDept@co.champaign.il.us).

*Si desea recibir una copia en Español de esta misma encuesta, por favor póngase en contacto con el Departamento de Planificación y Zonificación (teléfono 217-384-3708 o correo electrónico: [ZoningDept@co.champaign.il.us](mailto:ZoningDept@co.champaign.il.us)).*

<p>1. a. Is there a location in the Champaign County MS4 Area or Urbanized Area where you believe storm water drainage causes a problem during or after a rain event? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>b. If you answered 'YES,' please describe that location or indicate the nearest street intersection: _____</p> <p>c. If you answered 'YES,' please indicate the type of problem caused by storm water drainage at the location above. Check all that apply:</p> <p><input type="checkbox"/> Storm water that causes property damage by flooding a building(s) during: <input type="checkbox"/> any rain <input type="checkbox"/> large rain events</p> <p><input type="checkbox"/> Storm water in the street that seems to interfere with traffic during: <input type="checkbox"/> any rain <input type="checkbox"/> large rain events</p> <p><input type="checkbox"/> Storm water so deep that it may be a safety concern during: <input type="checkbox"/> any rain <input type="checkbox"/> large rain events</p> <p><input type="checkbox"/> Other (please explain):</p>
<p>2. a. Is there any location in the Champaign County MS4 Area or Urbanized Area where you believe storm water gets polluted? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>b. If you answered 'YES,' please describe that location or indicate the nearest street intersection: _____</p> <p>c. If you answered 'YES,' please indicate the type of pollution you believe occurs at the location above. Check all that apply:</p> <p><input type="checkbox"/> Trash on the ground or in the street that may wash into the storm sewer system</p> <p><input type="checkbox"/> Washing of business vehicles in other than in a car wash facility</p> <p><input type="checkbox"/> Septic system release of sewage (septage) onto the ground or into a stream</p> <p><input type="checkbox"/> A sanitary sewer that overflows onto the surface of the ground and/or empties into a stream</p> <p><input type="checkbox"/> Dumping of motor oil into a storm drain or onto the surface of the ground</p> <p><input type="checkbox"/> Dumping of unknown liquids into a storm drain or other part of the storm sewer system</p> <p><input type="checkbox"/> A liquid other than water that drains out of a pipe even during dry periods</p> <p><input type="checkbox"/> Other: (please explain):</p>

3. a. Do you recreate at any location in the Champaign County MS4 Area or Urbanized Area where water is a prominent feature?  Yes  No

b. If you answered 'YES,' please describe that location or indicate the nearest street intersection: \_\_\_\_\_

c. If you answered 'YES,' please indicate the type of recreation you take part in at this location. Check all that apply:

- Walking along or near the shore
- Fishing:  from the shore  from a boat
- Boating
- Wading and/or swimming
- Other (please explain):

d. If you indicated 'YES' above, do you have concerns about water quality at this location?  Yes  No  
If so, please indicate your water quality concern(s) below. Check all that apply.

- Trash in the water that is unpleasant to see
- Trash in the water that causes pollution
- Bank or shore erosion that harms the quality of the aquatic environment
- Other pollution that is visible in the water and that harms the quality of the aquatic environment
- Other pollution in the water that may harm either myself or others who may come into contact with the pollution
- Catching fish that may be unsafe to eat due to pollution
- Other (please explain):

4. Please feel free to add any other comments you may have regarding storm water in the Champaign County MS4 Area or Urbanized Area:

5. Responses to this survey will be reported anonymously to the Champaign County Board. If you would like to receive notice of the meeting of the Champaign County Board at which the results of this survey will be considered please indicate below:

- YES, I would like to be included on the mailing list for the County Board review of the *Champaign County MS4 Area Storm Water Survey*.



6. Would you be more likely to respond to this MS4 Area Storm Water Survey if you had a chance to be randomly selected from all respondents to win a \$25 - \$50 gift card?

YES

NO

7. Please indicate the nearest street intersection to your home:

\_\_\_\_\_

The nearest intersection location will be used only to provide a general context for your survey responses. Please be assured that your contact information will continue to remain anonymous.

This final section of the survey will help us make sure that we are collecting input from a representative sample of the population. This section is optional, and all responses are anonymous.

1) Age:

- 16-19
- 20-29
- 30-39
- 40-49
- 50-59
- 60-69
- 70-79
- 80-89
- 90 +

2) Gender:

Male                       Female                       Prefer not to respond

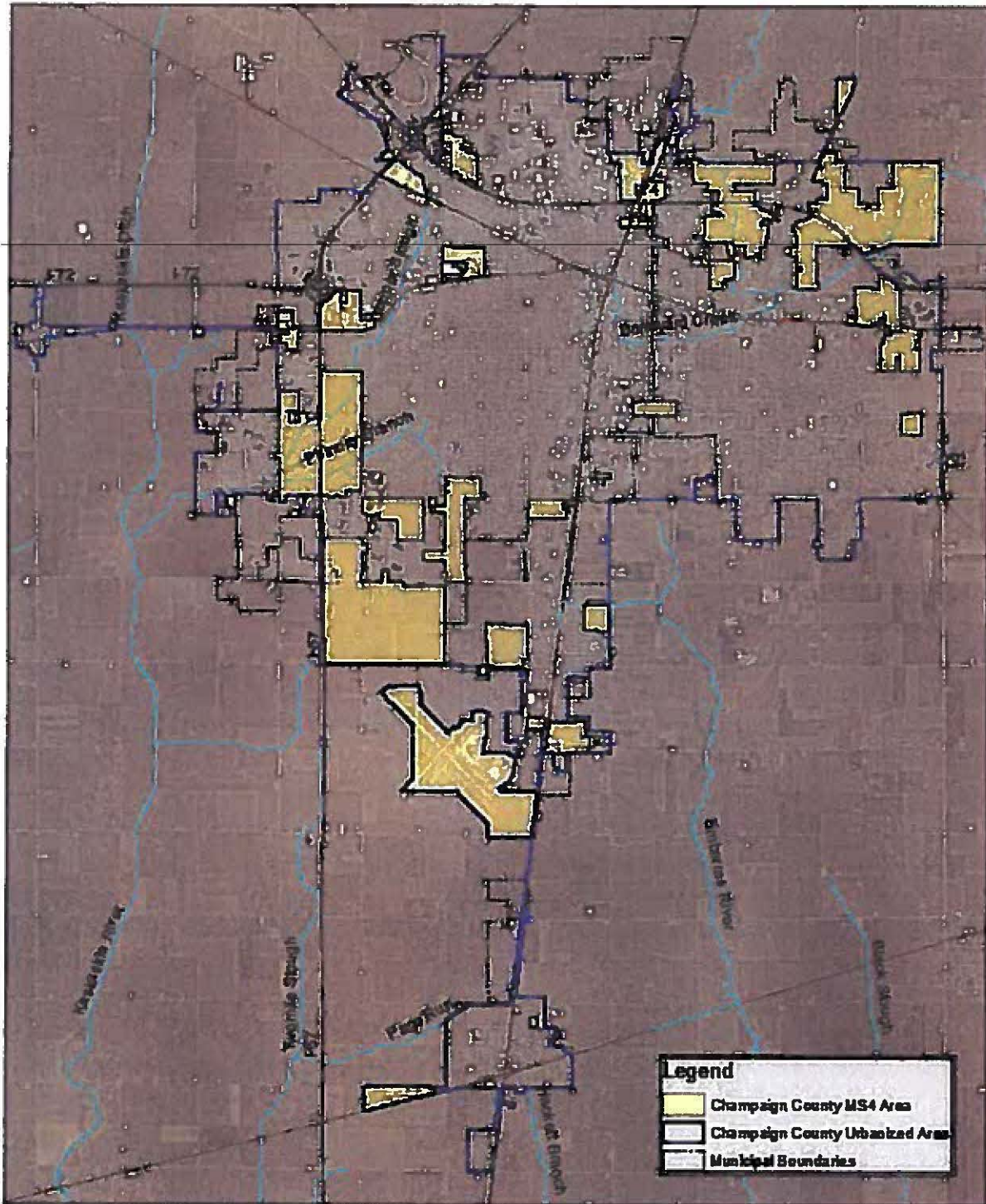
3) Ethnic/Race groups you most identify with (check all that apply):

- African American/Black
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- White/Caucasian
- Hispanic/Latino
- Other: \_\_\_\_\_

Thank you for completing this survey!

Please return the completed survey in the postage-paid return envelope provided.

The reverse side of this page contains a map that shows the location of the Champaign County MS4 Area within the greater Champaign County Urbanized Area.



### Champaign County MS4 Area & Champaign County Urbanized Area

This document is the work product of a project funded by the U.S. Environmental Protection Agency (EPA) under the authority of the Clean Water Act (CWA) and the Safe Drinking Water Act (SDWA). It is not intended to be used as a legal document and should not be used for any other purpose. The U.S. EPA and the Illinois Department of Environmental Protection (IDEP) are not responsible for any errors or omissions in this document.



Map created on 2/23/17





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Legend

Legend

Urbanized Area



Municipal Area



Champaign County MS4 Storm Sewer

MS4 Point Data

- Catch Basin
- Manhole
- Grate Inlet
- Side Inlet
- Outfall

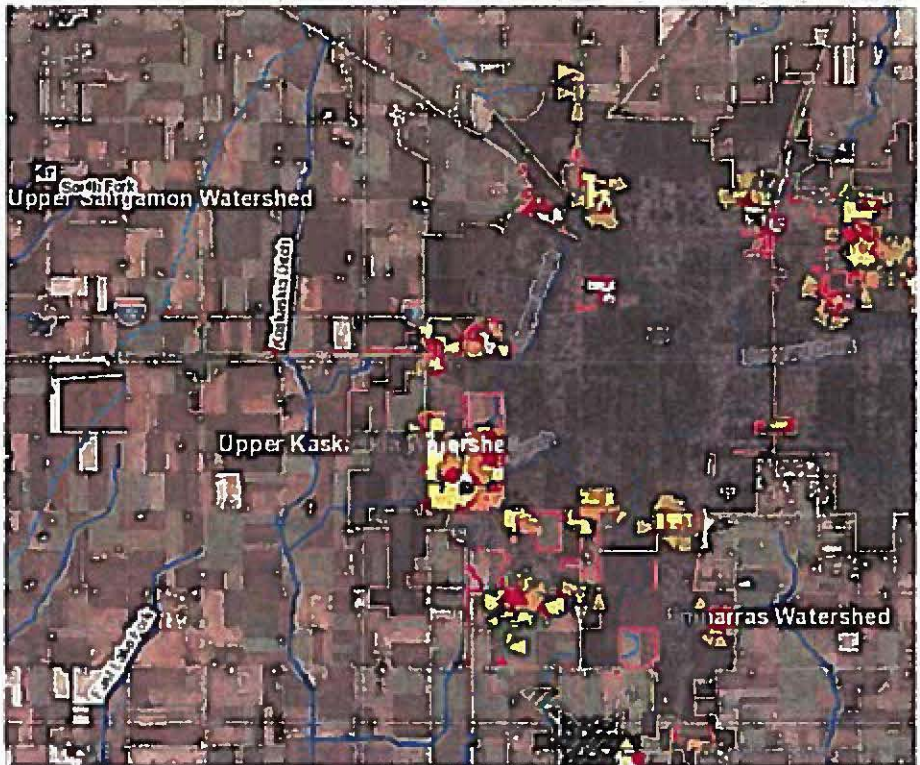
MS4 Linear Data

- Culvert / Pipe
- Ditch

MS4 Area



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Legend

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Urbanized Area



Municipal Area



Champaign County MS4 Storm Sewer

MS4 Point Data

- ▲ Catch Basin
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MS4 Linear Data

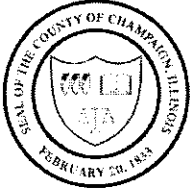
- ▶ Culvert / Pipe
- ▶ Ditch

MS4 Area



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**CHAMPAIGN COUNTY BOARD  
HIGHWAY & TRANSPORTATION COMMITTEE  
Summary of Action Taken at the May 5, 2017 Meeting**

**MEMBERS PRESENT:** Lorraine Cowart (Chair), Chris Alix, Brad Clemmons, Jim McGuire, Diane Michaels, Max Mitchell, Steve Summers, C. Pius Weibel

**MEMBERS ABSENT:**

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	9:00 am
II. Roll Call	8 Committee members present
III. Approval of Agenda/Addenda	Approved
IV. Approval of Minutes – March 10, 2017	Approved
V. Public Participation	None
VI. Communications	None
VII. County & Township Motor Fuel Tax Claims – March & April 2017	Approved
VIII. Review of Oil Letting Bid Tab	Information and Discussion Only
IX. Review of Striping Letting Bid Tab	Information and Discussion Only
X. Resolution-Award Contract, Compromise Township, Section #16-06040-00-BR	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Awarding of Contract for Compromise Township, Section #16-06040-00-BR</i></b>
XI. Resolution-Appropriating County Highway Funds for Engineering Services related to ADA Sidewalk Ramps #17-00446-00-SW	<b><i>*RECOMMEND COUNTY BOARD APPROVAL Resolution Appropriating County Highway Funds for Engineering Services related to the Construction of County Wide ADA Compliant Sidewalk Ramps, Section #17-00446-00-SW</i></b>
XII. Resolution-Appropriating Motor Fuel Tax Funds for County Wide Improvement of ADA Sidewalk Ramps #17-00446-00-SW	<b><i>*RECOMMEND COUNTY BOARD APPROVAL Resolution Appropriating Motor Fuel Tax Funds for County Wide Improvement of ADA Compliant Sidewalk Ramps, Section #17-00446-00-SW</i></b>
XIII. Closed Session for Employment	N/A
XIV. Other Business	
A. Approval of Closed Session Minutes	Approved

<u>Agenda Item</u>	<u>Action Taken</u>
XV. Chair's Report	None
XVI. Designation of Items to be Placed on the Consent Agenda	X, XI, XII
XVII. Adjournment	9:33 am

\*Denotes Inclusion on the Consent Agenda

**COMMITTEE OF THE WHOLE**  
**Finance/ Policy, Personnel, & Appointments/Justice & Social Services**  
 County of Champaign, Urbana, Illinois  
 Summary of Action Taken at May 9, 2017 Meeting

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**Agenda Items**

**Action**

- |   |   |
|---|---|
| <p><b>I. <u>Call To Order</u></b></p>   | 6:31 p.m.   |
| <p><b>II. <u>Roll Call</u></b></p>  | 20 members present  |
| <p><b>III. <u>Approval of Agenda/Addenda</u></b></p>  | Items VIII.D4 and IX.D5 were removed from the agenda. Approved as amended.  |
| <p><b>IV. <u>Approval of Minutes</u></b><br/>           A. April 11, 2017</p>                 | Approved  |
| <p><b>V. <u>Public Participation</u></b></p>  | There was no public participation   |
| <p><b>VI. <u>Communications</u></b></p>   | Weibel asked for donations to the flower fund and Hartke noted that Tinsley could not attend due to a scheduling conflict.      |
| <p><b>VII. <u>Justice &amp; Social Services</u></b></p>                                       |   |
| <p>    A. <u>Monthly Reports</u></p>  | All reports received and placed on file   |
| <p>        1. Animal Control – March 2017</p>   |   |
| <p>        2. Emergency Management Agency – April 2017</p>                                    |   |
| <p>        3. Head Start – April 2017</p>   |   |
| <p>        4. Probation &amp; Court Services – March 2017</p>                                 |   |
| <p>        5. Public Defender – March 2017</p>  |   |
| <p>        6. Veterans’ Assistance Commission – April 2017</p>                                |   |
| <p>    B. <u>Other Business</u></p>   | There was no other business.  |
| <p>    C. <u>Chair’s Report</u></p>   | Hiser announced that he would place the extension of the Racial Justice Task Force term on the June agenda.                     |
| <p><b>VIII. <u>Policy, Personnel, &amp; Appointments</u></b></p>                              |   |
| <p>    A. <u>Appointments/Reappointments</u> <i>(italics indicate incumbent)</i></p>          | <b>*RECOMMEND COUNTY BOARD</b>  |
| <p>        1. Board of Review – 1 Position – D, Term 6/1/2017-5/31/2019</p>                   | <b>APPROVAL of a Resolution Appointing Paul J. Sailor to the Board of Review, term 6/1/2017-5/31/2019</b>                       |
| <p>            Applicant:</p>   |   |
| <p>                • Paul J. Sailor (D)</p>   |   |
| <p>        2. Sangamon Valley Public Water District – 1 Position, Term 6/1/2017-5/31/2022</p> | <b>*RECOMMEND COUNTY BOARD</b>  |
| <p>            Applicant:</p>   | <b>APPROVAL of a Resolution Appointing Mike Larson to the Sangamon Valley Public Water District, term 6/1/2017-5/31/2022</b>    |
| <p>                • Mike Larson</p>  |   |
| <p>        3. Penfield Water District – 1 Position, Term 6/1/2017-5/31/2022</p>               | <b>*RECOMMEND COUNTY BOARD</b>  |
| <p>            Applicant:</p>   | <b>APPROVAL of a Resolution Appointing Mark Richardson to the Penfield Water District, term 6/1/2017-5/31/2022</b>              |
| <p>                • Mark Richardson</p>  |   |
| <p>        4. Dewey Community Public Water District – 1 Position, Term 6/1/2017-5/31/2022</p> | <b>*RECOMMEND COUNTY BOARD</b>  |
| <p>            Applicant:</p>   | <b>APPROVAL of a Resolution Appointing Thomas Zindars to the Dewey Community Public Water District, term 6/1/2017-5/31/2022</b> |
| <p>                • Thomas Zindars</p>   |   |

*Committee of the Whole Agenda  
Finance; Policy, Personnel, & Appointments; Justice & Social Services  
May 9, 2017  
Page 2*

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**Agenda Items**

**Action**

- |  |   |
|--|---|
| <p>5. Urbana-Champaign Sanitary District – 1 Position, Term 6/1/2017-5/31/2020<br/>Applicant:</p> <ul style="list-style-type: none"> <li>• Rev. Ladell Myrick (D)</li> <li>• Michael J. LaDue (D)</li> </ul>   | <p><b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Ladell Myrick to the UC Sanitary District, term 6/1/2017-5/31/2020</b></p>            |
| <p><b>B. <u>County Board of Health</u></b></p>   |   |
| <p>1. Request Approval of an Ordinance Amending Fees Under the Health Ordinance of Champaign County</p>  | <p>Failed</p>   |
| <p><b>C. <u>County Clerk</u></b></p>   |   |
| <p>1. April 2017 Report</p>  | <p>Received and placed on file</p>  |
| <p><b>D. <u>County Administrator</u></b></p>   |   |
| <p>1. Administrative Services Monthly Report – April 2017</p>  | <p>Received and placed on file</p>  |
| <p>2. Recertification of IMRF Eligibility for Elected Officials</p>  | <p><b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Relating to Participation by Elected Officials in the Illinois Municipal Retirement Fund</b></p> |
| <p>3. Nursing Home – Temporary Job Descriptions:</p> <ul style="list-style-type: none"> <li>a. Nursing Home Administrator (<i>discussion only</i>)</li> <li>b. Nursing Home Operations Manager (<i>discussion only</i>)</li> </ul>   | <p>No Action – Discussion Only</p>  |
| <p>4. Reorganization Plan (<i>to be distributed &amp; discussion only</i>)</p>   | <p>No Action – Item Removed from Agenda</p>   |
| <p><b>E. <u>Other Business</u></b></p>   |   |
| <p><b>F. <u>Chair’s Report</u></b></p>   |   |
| <p>County Board Appointments Expiring June 30, 2017:<br/>(<i>for Information Only</i>)</p> <ul style="list-style-type: none"> <li>• Developmental Disabilities Board – 1</li> <li>• Forest Preserve District Board – 1</li> <li>• County Board of Health – 2</li> <li>• Various Cemetery Boards &amp; Associations – 1 Vacancy Each</li> </ul> | <p>Information only</p>   |
| <p><b>G. <u>Designation of Items to be Placed on the Consent Agenda</u></b></p>  |   |
| <p><b>IX. <u>Finance</u></b></p>   |   |
| <p><b>A. <u>Treasurer</u></b></p>  |   |
| <p>1. Monthly Report – April 2017</p>  | <p>Received and placed on file</p>  |
| <p>2. Cash Flow Projection Report Presentation</p>   |   |
| <p><b>B. <u>Auditor</u></b></p>  |   |
| <p>1. Monthly Report – April 2017</p>  | <p>Reports received and placed on file</p>  |
| <p>2. Quarterly Financial Report through March 31, 2017</p>  |   |
| <p><b>C. <u>Nursing Home</u></b></p>   |   |
| <p>1. Monthly Financial Report</p>   | <p>Received and placed on file</p>  |



**Agenda Items**

**Action**

**D. Budget Amendments/Transfers**

1. Budget Amendment 17-00007  
Fund/Dept. 476 Self-Funded Insurance/118  
Property/Liability Insurance  
Increased Appropriations: \$235,550  
Increased Revenue: \$235,550  
Reason: to Pay 2017 Unemployment Insurance Premium  
and to Receive Revenue from Department Billing of  
Unemployment Insurance Premium
  
2. Budget Amendment 17-00008  
Fund/Dept. 105 Capital Asset Replacement/059 Facilities  
Planning  
Increased Appropriations: \$123,037  
Increased Revenue: 18,550  
Reason: Increase appropriations for FY2017 capital asset  
projects due to an energy rebate for \$18,550 from DCEO,  
and re-encumbering unspent funds from FY2016 in the  
amount of \$104,487.
  
3. Budget Amendment 17-00009  
Fund/Dept. 303 Court Complex Construction/010 County  
Board  
Increased Appropriations: \$24,062  
Increased Revenue: None: from Fund Balance  
Reason: Re-encumber funds for ADA improvements at  
the Courthouse, which began in FY2016 however, were  
not completed until FY2017.
  
4. Budget Amendment 17-00010  
Fund/Dept. 080 General Corporate/072 ADA Compliance  
Increased Appropriations: \$74,323  
Increased Revenue: None: from Fund Balance  
Reason: Re-encumber funds for architectural expenses  
and ADA improvements, which began in FY2016  
however, were not completed until FY2017.
  
5. Budget Amendment 17-00011  
Fund/Dept. 679 Child Advocacy Center/179 Child  
Advocacy Center  
Increased Appropriations: \$20,710  
Increased Revenue: None: from Fund Balance  
Reason: CUPHD has increased the CAC Rent and  
Utilities beginning July 1, 2017; National Children's  
Alliance Grant Funds were also reduced. These funds  
were used to pay rent and utilities; Funds needed for  
Forensic Interviewer position until the expected start of  
the next grant period with ICJIA

**\*RECOMMEND COUNTY BOARD  
APPROVAL of Resolutions Authorizing Budget  
Amendments 17-00007, 17-00008, 17-00009,  
and 17-00010.**

No Action - Item Removed from Agenda

*Committee of the Whole Agenda  
Finance; Policy, Personnel, & Appointments; Justice & Social Services  
May 9, 2017  
Page 4*

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**Agenda Items**

**Action**

- |   |   |
|---|---|
| <p>E. <u>State's Attorney</u></p> <p>1. Request Approval of Renewal and Amendment of Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney, Term July 1, 2017 – June 30, 2018</p>   | <p><b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Renewal and Amendment of Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney's Office, Term 7/1/2017-6/30/2018</b></p>           |
| <p>F. <u>County Administrator</u></p> <p>1. FY2017 General Corporate Fund Budget Projection Report</p> <p>2. Resolution Adopting Champaign County Financial Policies</p> <p>3. Resolution Authorizing FY2018 Budget Process</p> <p>4. Request Approval of RFI 2017-004 for Property Brokerage and Consulting Services for the Sale or Transfer of the Champaign County Nursing Home</p> <p>5. Request Approval of RFP 2017-005 for Management and Consulting Services for Champaign County Nursing Home</p> | <p>Received and placed on file</p> <p><b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Adopting the Champaign County Financial Policies</b></p> <p><b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the FY2018 Budget Process</b></p> <p>Approved</p> <p>Approved</p> |
| <p>G. <u>Other Business</u></p>   | <p>None</p>   |
| <p>H. <u>Chair's Report</u></p>   | <p>None</p>   |
| <p>I. <u>Designation of Items to be Placed on the Consent Agenda</u></p>  | <p>D1-4; E1; F2-3</p>   |
| <p>X. <u>Other Business</u></p>   | <p>None</p>   |
| <p>XI. <u>Adjournment</u></p>   | <p>10:03 p.m.</p>   |

***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.***

RESOLUTION NO. 9960

PAYMENT OF CLAIMS AUTHORIZATION

MAY, 2017

FY 2017

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$7,361,703.06 including warrants 557976 through 559786; 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 \$7,361,703.06 including warrants 557976 through 559786 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18th day of May, A.D. 2017.

---

C. Pius Weibel, Chair  
Champaign County Board

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

RESOLUTION NO. 9961

PURCHASES NOT FOLLOWING PURCHASING POLICY

May 2017

FY2017

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on May 18, 2017 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

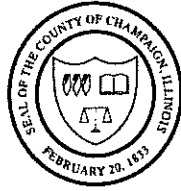
DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
NO PURCHASE ORDER ISSUED						
** Recorder's Automation	614-023-522.44	VR#614-016	04/04/17	Storage cabinets 3/9	Kofile Record Save Inc	\$ 5,840.41
FY2016 PAYMENTS MADE IN FY2017						
** Information Technology	080-028-533.42	VR#028-052	04/11/17	Colocation services Nov'16	Levi, Ray & Shoup Inc	\$ 6,325.00
** Regional Planning Comm	075-793-533.92	VR#029-480	03/28/17	HUD Care planning hrs. Jul-Dec	Courage Connection	\$ 2,150.00
** Regional Planning Comm	075-793-533.92	VR#029-481	03/28/17	HUD Care planning hrs. Jul-Dec	C-U at Home	\$ 680.00
** Regional Planning Comm	075-793-533.92	VR#029-482	03/28/17	HUD Care planning hrs. Jul-Dec	Greater Community Aids Project	\$ 1,620.00
** Regional Planning Comm	075-740-533.92	VR#029-513	04/04/17	State CCARTS pmt for Oct-Dec	Champaign-Urbana Mass Transit	\$ 64,875.61
** Regional Planning Comm	075-740-533.92	VR#029-514	04/04/17	Fed CCARTS pmt for Oct-Dec	Champaign-Urbana Mass Transit	\$ 76,044.89
** Regional Planning Comm	075-793-533.92	VR#029-516	04/04/17	HUD Care planning hrs. Jul-Dec	City of Urbana	\$ 1,240.00
** Circuit Court	080-031-533.03	VR#031-099	03/29/17	Attorney service 10/28-12/22/16	Andrea Bergstrom	\$ 600.00
** Circuit Court	080-031-533.03	VR#031-100	03/29/17	Attorney service 12/15-27/16	Evan S Bruno	\$ 1,531.25
** Circuit Court	080-031-533.03	VR#031-110	04/06/17	Attorney service 12/16/16	James Dedman	\$ 31.25
** Circuit Court	080-031-533.03	VR#031-116	04/12/17	Attorney service 4/27-11/21/16	John B Hensley	\$ 759.00
** Circuit Court	080-031-533.07	VR#031-128	04/20/17	Interpreting 11/8-12/14/16	Hyeyeon Yoon	\$ 180.00
** Circuit Court	080-031-533.03	VR#031-136	04/27/17	Attorney service 9/22-12/2/16	Alexander Ruggieri	\$ 612.50
** Nursing Home	081-415-533.31	VR#044-111	02/20/17	Electric service 12/20-31/16	Champion Energy LLC	\$ 7,192.18
** Nursing Home	081-430-534.83	VR#044-310	03/09/17	Medical service 1/19/16	Carle Foundation Hospital	\$ 436.80
** Nursing Home	081-410-513.21	VR#044-315	03/09/17	Employee drug screens 5/25/16	Carle	\$ 868.00
** Nursing Home	081-425-533.86	VR#044-349	03/09/17	Fire sprinkler inspection 6/28/16	Freedom Fire Protection LLC	\$ 1,575.00
** Nursing Home	081-410-513.21	VR#044-364	03/09/17	Employee drug screens 6/26/16	Carle	\$ 1,718.20
** Nursing Home	081-410-513.21	VR#044-365	03/09/17	Employee drug screens 7/20/16	Carle	\$ 1,575.20
** Nursing Home	081-410-513.21	VR#044-377	03/09/17	Employee drug screens 8/17/16	Carle	\$ 1,500.00
** Nursing Home	081-430-533.22	VR#044-390	03/09/17	Lab charges June'16	Carle Foundation Hospital	\$ 527.28
** Nursing Home	081-430-533.22	VR#044-391	03/09/17	Lab charges July'16	Carle Foundation Hospital	\$ 641.35
** Nursing Home	081-410-533.85	VR#044-403	03/09/17	Copier services	Xerox Corporation	\$ 649.57
** Nursing Home	081-var-533.07	VR#044-408	03/09/17	Therapy service Aug'16	Healthpro Therapy Services	\$ 25,475.16
** Nursing Home	081-var-533.07	VR#044-409	03/09/17	Therapy service Aug'16	Healthpro Therapy Services	\$ 29,056.60
** Nursing Home	081-430-534.83	VR#044-420	03/09/17	Medical service 4/22/16	Christie Clinic	\$ 57.73
** Nursing Home	081-430-533.22	VR#044-442	03/09/17	Lab charges Sep'16	Carle Foundation Hospital	\$ 542.60
** Nursing Home	081-430-534.83	VR#044-452	03/09/17	Medical service 9/9/16	Heel to Toe Inc	\$ 2,272.46
** Nursing Home	081-410-513.21	VR#044-453	03/09/17	Employee drug screens 9/14/16	Carle	\$ 2,074.20
** Nursing Home	081-410-513.21	VR#044-454	03/09/17	Employee drug screens 10/12/16	Carle	\$ 2,548.80
** Nursing Home	081-425-544.29	VR#044-461	03/09/17	Kitchen RTU controls 9/30/16	Entec Services Inc	\$ 8,794.00
** Nursing Home	081-430-534.83	VR#044-480	03/09/17	Medical services 3/15-4/5/16	Christie Clinic	\$ 40.60
** Nursing Home	081-410-513.21	VR#044-485	03/09/17	Employee physicals Oct'16	Carle Foundation Hospital	\$ 1,100.00
** Nursing Home	081-430-533.22	VR#044-486	03/09/17	Lab charges Oct'16	Carle Foundation Hospital	\$ 842.62
** Nursing Home	081-430-534.83	VR#044-494	03/09/17	Medical service 3/18/16	Christie Clinic	\$ 254.00
** Nursing Home	081-425-various	VR#044-496	03/09/17	Sink parts & latch box 11/2/16	Menards	\$ 53.77
** Nursing Home	081-430-534.83	VR#044-499	03/09/17	Ambulance service 7/18-9/10/16	Arrow Ambulance	\$ 72.00
** Nursing Home	081-430-534.83	VR#044-500	03/09/17	Ambulance service 7/1/16	Arrow Ambulance	\$ 36.00
** Nursing Home	081-425-522.var	VR#044-505	03/09/17	Maintenance supplies 11/9/16	Menards	\$ 84.08
** Nursing Home	081-425-533.86	VR#044-513	03/09/17	HVAC maintenance 11/8/16	Entec Services Inc	\$ 915.60

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
** Nursing Home	081-425-522.44	VR#044-514	03/09/17	Arm rest, anti tipper 11/7/16	HD Supply Facilities Maint	\$ 505.45
** Nursing Home	081-430-534.83	VR#044-519	03/09/17	Medical service 5/13/16	Christie Clinic	\$ 17.99
** Nursing Home	081-445-533.07	VR#044-524	03/09/17	Physical therapy Jun'16	Healthpro Therapy Services	\$ 982.24
** Nursing Home	081-410-513.21	VR#044-525	03/09/17	Attorney service 11/16/16	Heyl, Royster, Voelker & Allen	\$ 4,639.70
** Nursing Home	081-425-522.44	VR#044-530	03/09/17	Footrest 11/18/16	HD Supply Facilities Maint	\$ 169.75
** Nursing Home	081-425-522.44	VR#044-531	03/09/17	Footrest 11/23/16	HD Supply Facilities Maint	\$ 67.90
** Nursing Home	081-430-534.83	VR#044-540	03/09/17	Medical service 8/18/16	Christie Clinic	\$ 26.81
** Nursing Home	081-430-534.83	VR#044-541	03/09/17	Medical service 4/5/16	Christie Clinic	\$ 100.77
** Nursing Home	081-425-522.93	VR#044-551	03/09/17	Housekeeping supplies 11/18/16	Menards	\$ 17.98
** Nursing Home	081-425-522.22	VR#044-552	03/09/17	Maintenance supplies 11/28/16	Menards	\$ 39.81
** Nursing Home	081-various	VR#044-566	03/09/17	Security box & op suppl 12/8/16	Direct Supply Equipment	\$ 590.90
** Nursing Home	081-425-522.22	VR#044-570	03/09/17	Maintenance supplies 11/29/16	Menards	\$ 23.94
** Nursing Home	081-425-522.22	VR#044-571	03/09/17	Maintenance supplies 12/7/16	Menards	\$ 144.72
** Nursing Home	081-var-522.var	VR#044-575	03/09/17	Equipment & op suppl 12/9/16	Direct Supply Equipment	\$ 209.92
** Nursing Home	081-425-522.22	VR#044-577	03/09/17	Credit for equipment 12/12/16	HD Supply Facilities Maint	\$ (169.75)
** Nursing Home	081-425-522.16	VR#044-580	03/09/17	Pliers & screwdrivers 12/10/16	Menards	\$ 21.97
** Nursing Home	081-425-522.44	VR#044-581	03/09/17	Equipment 12/13/16	Menards	\$ 77.03
** Nursing Home	081-425-522.22	VR#044-582	03/09/17	Maintenance supplies 12/14/16	Menards	\$ 113.39
** Nursing Home	081-425-522.22	VR#044-583	03/09/17	Maintenance supplies 12/15/16	Menards	\$ 7.94
** Nursing Home	081-425-522.22	VR#044-584	03/09/17	Maintenance supplies 12/16/16	Menards	\$ 79.98
** Nursing Home	081-410-533.03	VR#044-592	03/09/17	Attorney services 11/3-21/16	Heyl, Royster, Voelker & Allen	\$ 2,941.32
** Nursing Home	081-410-533.03	VR#044-593	03/09/17	Attorney services 11/3-21/16	Heyl, Royster, Voelker & Allen	\$ 2,782.50
** Nursing Home	081-450-522.44	VR#044-607	03/09/17	Carts 12/13/16	Direct Supply Equipment	\$ 1,709.98
** Nursing Home	081-425-533.42	VR#044-608	03/09/17	Lift repair parts 12/20/16	Direct Supply Equipment	\$ 286.99
** Nursing Home	081-410-533.03	VR#044-611	03/09/17	Attorney service 11/15/16	Heyl, Royster, Voelker & Allen	\$ 1,330.00
** Nursing Home	081-410-533.03	VR#044-613	03/09/17	Attorney service 11/7-30/16	Polsinelli Shughart PC	\$ 4,360.00
** Nursing Home	081-410-533.07	VR#044-616	03/09/17	Monitoring fee Dec'16	Provider Trust Inc	\$ 312.35
** Nursing Home	081-450-various	VR#044-628	03/09/17	Food & supplements 11/27-12/7	Healthcare Services Group Inc	\$ 2,708.57
** Nursing Home	081-410-533.03	VR#044-648	03/09/17	Attorney service 10/17-12/29/16	Taylor, Pigue, Marchetti & Blair	\$ 7,240.90
** Nursing Home	081-410-533.03	VR#044-661	03/09/17	Attorney service 12/5-30/16	Polsinelli Shughart PC	\$ 8,780.00
** Nursing Home	081-450-534.11	VR#044-672	03/09/17	Dietary service Dec'16	Healthcare Services Group Inc	\$ 53,644.15
** Nursing Home	081-410-533.07	VR#044-673	03/09/17	Profession srvc 4/1-7/8/16	RSM US Product Sales LLP	\$ 10,000.00
** Nursing Home	081-425-522.22	VR#044-670	03/09/17	Key chains 12/1/16	HD Supply Facilities Maint	\$ 46.58
** Nursing Home	081-430-534.83	VR#044-709	03/21/17	Medical service 11/18/16	Christie Clinic	\$ 32.93
** Nursing Home	081-425-533.86	VR#044-769	03/30/17	Kitchen RTU project 11/8/16	Reliable Plumbing & Heating	\$ 2,514.00
** Nursing Home	081-430-522.93	VR#044-939	04/24/17	Medical supplies 12/15/16	McKesson Medical-Surgical	\$ 17.12
** Public Properties	080-071-522.var	VR#071-249	03/30/17	Maint tools & suppl 7/20-8/5/16	Champaign Do It Best Hardware	\$ 24.20
** County Highway	083-060-533.49	VR#083-234	04/17/17	Truck consoles 11/11/16	Ray O'Herron Co Inc	\$ 939.07
** County Bridge	084-060-544.10	VR#084-014	04/24/17	Final bridge payment Dec'16	Big O Services	\$ 1,504.06
** County Motor Fuel Tax	085-060-544.02	VR#085-040	04/13/17	Lincoln Ave project 12/21-22	City of Urbana	\$ 36.00
** Township Bridge	087-060-544.10	VR#087-001	04/24/17	Final bridge payment Dec'16	Big O Services	\$ 12,032.48
** Early Childhood Fund	104-647-533.40	VR#104-689	03/29/17	Vehicle inspection 12/2/16	Dedicated Diesel Service	\$ 43.00
** Early Childhood Fund	104-647-533.40	VR#104-690	03/29/17	Vehicle inspection 10/26/16	Dedicated Diesel Service	\$ 43.00
** Early Childhood Fund	104-836-533.19	VR#104-788	04/11/17	Tuition 9/19	Ashford University	\$ 1,196.10
** Health-Life Insurance	620-120-513.16	VR#620-056	04/12/17	HRA transfer 4/12 for PY16	CCT-Flexible Spending Acct	\$ 95.71
** Court Document Storage	671-030-522.02	VR#671-040	04/20/17	Credit for dupl payment 9/21/16	Rogards	\$ (140.54)

\*\*\*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

**JOHN FARNEY**  
COUNTY AUDITOR



1776 EAST WASHINGTON  
URBANA, ILLINOIS 61802  
TELEPHONE (217) 384-3763  
FAX (217) 384-1285

**OFFICE OF THE AUDITOR**  
CHAMPAIGN COUNTY, ILLINOIS

**TO:** C. Pius Weibel, County Board Chair  
Christopher Alix, Deputy Chair of the Finance Committee  
Members of the Champaign County Board

**FROM:** John Farney, County Auditor  
Barbara Ramsay, Chief Deputy County Auditor / Accounting Manager

**DATE:** May 8, 2017

**RE:** Interfund loan resolution

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In their FY2014 report, the County's independent auditor recommended that the County Board take action on certain Fund balances reported within the CAFR.

The current practice of the County Auditor's Office making interfund loans to remedy negative fund balances has been in use since Fiscal Year 2006, and satisfies the requirements of GASB Statement 34. That practice is a balance sheet transaction where a Fund with positive cash balance transferred cash to the Fund(s) with negative cash balances.

The County Auditor's Office recommends the following resolution, which authorizes continuation of the existing practice, along with the actual necessary loan amounts as determined during preparation of the County's CAFR. This resolution is substantially the same as a resolution passed in May, 2016, on the same matter.

It should be stressed that the Funds requiring interfund loans did not exceed their budgeted spending authority during the Fiscal Year. In most cases, the negative balance occurs due to timing of payments from funding sources. In other cases, such as the Tort Immunity Fund, the budget passed by the County Board has intentionally created the negative balance for budgetary purposes. These practices are both legal and common.

Additionally, the balance sheet transaction that will correct these negative balances within the CAFR will not affect the Funds making the loans in a negative fashion. The cash within these Funds will still be available for budgeted use as authorized by this Board.

Formal adoption of this policy will satisfy the recommendations of the County's independent auditor.

Sincerely,

JOHN FARNEY  
COUNTY AUDITOR

**RESOLUTION NO. 9959**

**AUTHORIZING INTERFUND LOANS FROM FUND RESERVES TO OTHER FUNDS**

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

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

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

TO: Fund 076 Tort Immunity Fund	\$ 773,006.00
FROM: Fund 476 Self-Funded Insurance Fund	\$ 773,006.00
TO: Fund 110 Workforce Development Fund	\$ 196,412.00
FROM: Fund 075 Regional Planning Commission Fund	\$ 196,412.00
TO: Fund 675 Victim Advocacy Grant – ICJIA	\$ 34,232.00
FROM: Fund 621 State’s Attorney Drug Forfeitures	\$ 34,232.00

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

PRESENTED, ADOPTED, APPROVED AND RECORDED this 18<sup>th</sup> Day of May, 2017.

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C. Pius Weibel, County Board Chair

ATTEST:

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Gordy Hulten, County Clerk



RESOLUTION NO. 9962

BUDGET AMENDMENT

May 2017

FY 2017

WHEREAS, The County Board has approved the following amendment to the FY2017 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2017 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2017 budget.

Budget Amendment #17-00012

Fund: 093 Foreclosure Mediation  
Dept. 031 Circuit Court

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
534.24 Mortgage Foreclosure Mediation Program	<u>\$12,000</u>
	Total \$12,000
Increased Revenue:	
371.80 From General Corporate Fund 080	<u>\$12,000</u>
	Total \$ 12,000

REASON: Establishment of Separate Foreclosure Mediation fund per Champaign County Circuit Court Administrative Order 2014-1

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 18<sup>th</sup> day of May A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel, Chair  
Champaign County Board

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

REQUEST FOR BUDGET AMENDMENT

BA NO. 17-00012

FUND 093 FORECLOSURE MEDIATION FND DEPARTMENT 031 CIRCUIT COURT

**INCREASED APPROPRIATIONS:**

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
093-031-534.24 MTGE FORECLSR MEDIATN PRG	0	0	12,000	12,000
TOTALS	0	0	12,000	12,000

**INCREASED REVENUE BUDGET:**

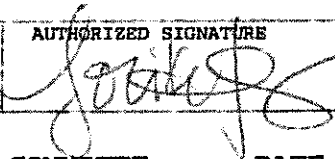
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
093-031-371.80 FROM GENERAL CORP FND 080	0	0	12,000	12,000
TOTALS	0	0	12,000	12,000

**EXPLANATION:** ESTABLISHMENT OF SEPARATE FORECLOSURE MEDIATION FUND PER CHAMPAIGN COUNTY CIRCUIT COURT ADMINISTRATIVE ORDER 2014-1

DATE SUBMITTED:

5/9/2017

AUTHORIZED SIGNATURE



\*\* PLEASE SIGN IN BLUE INK \*\*

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:
