

COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois
Tuesday, November 27, 2018 – 6:30 p.m.

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

<u>Agenda Items</u>	<u>Page #</u>
I. Call To Order	
II. *Roll Call	
III. Prayer & Pledge of Allegiance	
IV. Read Notice of Meeting	
V. Approval of Agenda/Addenda	
VI. Date/Time of Next Regular Meetings	
County Board:	
A. Organizational Meeting – Monday, December 3, 2018 @ 6:00 p.m.	
B. Regular Meeting – Tuesday, December 18, 2018 @ 6:30 p.m.	
Both Meetings Held in the Lyle Shields Meeting Room	
VII. Public Participation	
VIII. *Consent Agenda	1-81
IX. Communications	
X. Approval of Minutes	
A. Public Hearing on FY2019 Budget – October 9, 2018	82
B. Public Hearing on Truth in Taxation – October 18, 2018	83
C. Regular Meeting – October 18, 2018	84-88
XI. Standing Committees:	
A. County Facilities	
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B. Environment & Land Use	
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2. Adoption of Resolution No. 2018-362 Recommending the Mahomet Aquifer Protection Task Force to Propose Actions to Preserve Water Quality and Sustainable Availability of Water from the Mahomet Aquifer	96-97

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3. Adoption of Resolution No. 2018-363 Requesting the Army Corps of Engineers to Hold a Public Hearing Regarding Project ID: LRL-2018-602-SJK, Riverbank Armoring Along the Middle Fork of the Vermillion River	98-99
4. *Adoption of Ordinance No. 2018-6 Granting A Special Use Permit Zoning Case 903-S-18 “Wolf/Wertz Sidney Site 1” Community PV Solar Farm	100-103
5. *Adoption of Ordinance No. 2018-7 Granting A Special Use Permit Zoning Case 906-S-18 “Woodard Trust St. Joseph-West” Community PV Solar Farm	104-108
6. *Adoption of Ordinance No. 2018-8 Granting a Special Use Permit Zoning Case 907-S-18 “Woodard Trust St. Joseph – East” Community PV Solar Farm	109-113
7. Adoption of Resolution No. 2018-364 Authorizing Champaign County Application for Round 4 of the Illinois Housing Development Authority Abandoned Residential Property Municipality Relief Program (APP)	114-134
C. Highway & Transportation	
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2. Adoption of Resolution No. 2018-392 Authorizing Purchases Not Following Purchasing Policy	148-149
3. **Adoption of Resolution No. 2018-393 Authorizing Budget Amendment 18-00065 Fund 080 General Corporate / Dept. 041 State’s Attorney Increased Appropriations: \$65,000 Revenue: None: from Fund Balance Reason: to Fund Litigation Efforts in the Carle Property Tax Case. These Appropriations will be used for Expert Witnesses, Case Data Trial Prep, and Related Costs.	150
4. *Adoption of Ordinance No. 2018-10 FY2019 Annual Budget & Appropriation Ordinance	151-152
B. Policy, Personnel, & Appointments	
1. Adoption of Resolution No. 2018-394 Appointing James Rusk to the Public Aid Appeals Committee, Term 12/1/2018-11/30/2020	153
2. Adoption of Resolution No. 2018-395 Approving Revised Appendix A to Agreement Between the CUPHD and the County of Champaign and Champaign County Health Department for the Provision of Public Health Services by CUPHD to the Champaign County Health Department	154-157
XIII. New Business	
A. Finance	
1. **Adoption of Resolution 2018-396 Authorizing Budget Amendment 18-00069 Fund 080 General Corporate / Dept. 127 Veterans Assistance Commission	158-159

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Increased Appropriations: \$5,000
Increased Revenue: \$5,000
Reason: Increase Appropriations to Expend Donations Received for Veterans Assistance

2. Adoption of Resolution No. 2018-407 for Authorization of Facsimile Signatures for the Champaign County Treasurer's Accounts and Champaign County Collector's Accounts 160
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 4. Adoption of Resolution No. 2018-409 Authorizing Administrator's Full and Final Release of All Claims to Include Attorneys' Fees, Costs & Expenses for the Estate of Caroline Scalzo (to be distributed)
 5. Adoption of Resolution No. 2018-410 Authorizing Administrator's Full and Final Release of All Claims to include Attorneys' Fees, Costs & Expenses for the Estate of Sonya Kington (to be distributed)
- B. Policy, Personnel, & Appointments**
1. Adoption of Resolution No. 2018-397 Approving Property, Liability, and Workers Compensation Insurance Policies 162-175
 2. Adoption of Resolution No. 2018-398 Relating to Participation by Elected Officials in the Illinois Municipal Retirement Fund 176
 3. Request to Send Position of Road Foreman for the Highway Department to the Job Content Evaluation Committee for Review and Recommendation 177
 4. Request to Send Position of Assistant County Engineer for the Highway Department to the Job Content Evaluation Committee for Review and Recommendation 178
- C. Highway & Transportation**
1. Adoption of Resolution No. 2018-405 Authorizing Execution & Amendment of Federal 5311 Grant Agreement - Grant No. OP-19-26-FED, Agreement No. 4967 179-182
 2. Adoption of Resolution No. 2018-406 Authorizing Champaign County's Application for Competitive Federal Transit Administration Funds 183-193
- XIV. Other Business**
- A. Adoption of Resolution No. 2018-399 Honoring Retired County Board Member Jack Anderson 194
 - B. Adoption of Resolution No. 2018-400 Honoring Retired County Board Member Max Mitchell 195
 - C. Adoption of Resolution No. 2018-401 Honoring Retired County Board Member Patti Petrie 196
 - D. Adoption of Resolution No. 2018-402 Honoring Retired County Board Member C. Pius Weibel 197
 - E. Adoption of Resolution No. 2018-403 Honoring Retired Champaign County Sheriff Dan Walsh 198-199

XV. Adjourn

- *Roll Call
- **Roll call and 15 votes
- ***Roll call and 17 votes
- ****Roll call and 12 votes

Except as otherwise stated, approval requires the vote of a majority of those County Board members present.

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



COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois
Tuesday, November 27, 2018 - 6:30 p.m.

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

Consent Agenda Item

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A. Highway & Transportation

1. Adoption of Resolution No. 2018-359 Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement 1
2. Adoption of Resolution No. 2018-365 Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the Period from January 1, 2019 – December 31, 2019 2-4
3. Adoption of Resolution No. 2018-366 Appropriating County Motor Fuel Tax Funds for County Roads Maintenance Section 19-00000-00-GM 5-7
4. Adoption of Resolution No. 2018-367 Appropriating An Additional \$132,806.19 from County Motor Fuel Tax Funds for County Highway 23 Section 14-00438-00-RS 8-9

B. Finance

1. **Adoption of Resolution No. 2018-368 Authorizing Budget Amendment 18-00057 Fund 091 Animal Control / Dept. 248 Animal Impound Services 10
Increased Appropriations: \$8,700
Increased Revenue: \$4,500
Reason: Under Budgeted for Fee Reimbursement. The Fee is Collected from the Pet Owner and Reimbursed to the City. No Monies were Budgeted for 534.66 in FY2018. We Did Not Enter into a Contract until After the Budget Cycle.
2. **Adoption of Resolution No. 2018-369 Authorizing Budget Amendment 18-00060 Fund 075 Regional Planning Commission / Dept. 886 Garden Hills Energy Efficiency Initiative 11
Increased Appropriations: \$210,000
Increased Revenue: \$210,000
Reason: Door to Door Canvassing; Energy Efficiency Workshop & Kit Distribution; Home Efficiency Program; LED Front Yard Lighting
3. **Adoption of Resolution No. 2018-370 Authorizing Budget Amendment 18-00062 Fund General Corporate / Dept 036 Public Defender 12
Increased Appropriations: \$1,692
Increased Revenue: \$1,692
Reason: to Use Revenue from Sales of Assets for Other Equipment
4. **Adoption of Resolution No. 2018-371 Authorizing Budget Amendment 18-00063 Fund 476 Self-Funded Insurance / 118 Property/Liability Insurance 13
Increased Appropriations: \$381,000
Revenue: None: from Fund Balance
Reason: Payment of Claim Settlements & December Premium (FY2018)
5. **Adoption of Resolution No. 2018-372 Authorizing Budget Amendment 18-00064 Fund 476 Self-Funded Insurance / Dept. 119 Workers' Compensation Insurance 14
Increased Appropriations: \$125,000
Revenue: None: from Fund Balance
Reason: Payment of Claims for Remainder of FY2018

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6. **Adoption of Resolution No. 2018-373 Authorizing Budget Amendment 18-00066 15
Fund 076 Tort Immunity Tax / Dept. 075 General County
Increased Appropriations: \$42,000
Revenue: None: from Fund Balance
Reason: for Increases in Workers' Compensation Rates Paid from the Tort Immunity Fund
7. **Adoption of Resolution No. 2018-374 Authorizing Budget Amendment 18-00067 16
Fund 080 General Corporate / Fund 040 Sheriff
Increased Appropriations: \$11,024
Increased Revenue: \$21,611
Reason: Additional Hours for Security for the Luke Bryan Farm Tour. Even with the Benefit Costs the Revenue Exceeded the Expenditure
8. **Adoption of Resolution No. 2018-375 Authorizing Budget Amendment 18-00068 17
Fund 080 General Corporate / Dept. 040 Sheriff
Increased Appropriations: \$58,083
Revenue: None: from Fund Balance
Reason: to Cover Wage Shortages Due to the Payment of Benefits Upon Termination of Employment by 13 Employees
9. Adoption of Resolution No. 2018-376 Approving An Intergovernmental Agreement Between 18-19
Champaign County, Illinois, the Champaign County Circuit Clerk, the Village of Mahomet, Illinois & the Mahomet Police Department for E-Citation Funding
10. Adoption of Resolution No. 2018-377 to Designate the Office of the State's Attorneys 20-21
Appellate Prosecutor as Agent
11. Adoption of Resolution No. 2018-378 Authorizing Award of Contract to DEVNET Inc. for 22
an Integrated Property Tax Assessment, Extension and Collection System Pursuant to RFP 2018-003 (contract to be distributed)
12. Adoption of Ordinance No. 2018-11 FY2019 Annual Tax Levy Ordinance Champaign 23-25
County, Illinois
13. Adoption of Resolution No. 2018-379 Forgiving Loans from the Champaign County General 26
Corporate Fund to the Nursing Home Fund Authorized by Resolutions No. 9892 & No. 10097, Renewed by Resolution No. 10188
14. **Adoption of Resolution No. 2018-380 Authorizing Budget Amendment 18-00061 27
Fund 080 General Corporate / Dept. 075 General County
Increased Appropriations: \$500,000
Revenue: None; from Fund Balance
Reason: To recognize bad debt pursuant to a resolution forgiving loans to the Champaign County Nursing Home Granted for the purpose of fulfilling employee payroll and vendor account obligations in 2017 by Resolution No.'s 9892 and 10097, Renewed by Resolution No. 10188.

C. Policy, Personnel, & Appointments

1. Adoption of Ordinance No. 2018-9 Amending Chapter 5 of the Health Ordinance of 28-70
Champaign County and Adopting the Champaign County Public Health Department Food Program Enforcement Policy
2. Adoption of Resolution No. 2018-381 Appointing Sami Anderson to the Deputy Sheriff Merit 71
Commission

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3. Adoption of Resolution No. 2018-382 Appointing Stephanie Joos as the Animal Control Administrator, Term 12/1/2018-11/30/2020 72
4. Adoption of Resolution No. 2018-383 Appointing Sonja Vickers to the Senior Services Advisory Board, Unexpired Term Ending 11/30/2020 73
5. Adoption of Resolution No. 2018-384 Appointing Cynthia Bell to the Senior Services Advisory Board, Unexpired Term Ending 11/30/2019 74
6. Adoption of Resolution No. 2018-385 Appointing Jimmey Kaiser to the Senior Services Advisory Board, Unexpired Term Ending 11/30/2019 75
7. Adoption of Resolution No. 2018-386 Appointing Linda Hascall to the Senior Services Advisory Board, Term 12/1/2018-11/30/2021 76
8. Adoption of Resolution No. 2018-387 Appointing Tami Fruhling-Voges to the Senior Services Advisory Board, Term 12/1/2018-11/30/2021 77
9. Adoption of Resolution No. 2018-388 Appointing Marilyn Lee to the Zoning Board of Appeals, Term 12/1/2018-11/30/2023 78
10. Adoption of Resolution No. 2018-389 Appointing Lawrence Wood to the Zoning Board of Appeals, Term 12/1/2018-11/30/2023 79
11. Adoption of Resolution No. 2018-390 Supporting the Re-Alignment of Region 2 (East Central) Economic Development Region and the Addition of Douglas County into LWIA 17 80

D. Justice & Social Services

1. Adoption of Resolution No. 2018-404 Approving Application for, and If Awarded, Acceptance of the Emergency Management Assistance Grant 81

RESOLUTION NO. 2018-359

PART TWO ATTACHMENT 2

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF DOWNSTATE OPERATING ASSISTANCE GRANT AGREEMENT

WHEREAS, the provision of public transportation service is essential to the people of Illinois; and

WHEREAS, the Downstate Public Transportation Act (30 ILCS 740/2-1 et seq.) ("Act") authorizes the State of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the development and operation of public transportation systems; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including provision by it of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CHAMPAIGN COUNTY

Section 1. That the Champaign County enter into a Downstate Public Transportation Operating Assistance Agreement ("Agreement") with the State of Illinois and amend such Agreement, if necessary, for fiscal year 2019 in order to obtain grant assistance under the provisions of the Act.

Section 2. That the County Administrator of the Champaign County is hereby authorized and directed to execute the Agreement or its amendment(s) on behalf of the Champaign County for such assistance for fiscal year 2019.

Section 3. That the County Administrator of the Champaign County is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the grant funding for fiscal year 2019.

Section 4. That while participating in said operating assistance program the Champaign County shall provide all required local matching funds.

PRESENTED and ADOPTED this 27 day of November, 2018

(Signature of Authorized Official)
County Board Chair

(Title)

(Attest)

(Date)

RESOLUTION NO. 2018-365

RESOLUTION APPROPRIATING COUNTY MOTOR FUEL TAX FUNDS
FOR THE SALARY AND ESTIMATED EXPENSES
OF THE COUNTY ENGINEER FOR
THE PERIOD FROM JANUARY 1, 2019 THRU DECEMBER 31, 2019

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

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

WHEREAS, The County has sufficient Surface Transportation Program funds available and desires to use a portion of said funds to pay a portion of the County Engineer's salary;

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Champaign County, Illinois, the sum of One Hundred Fifty Thousand Nine Hundred Twenty Dollars (\$150,920.00) for Salary from January 1, 2019 thru December 31, 2019. Also, the sum of Twenty Thousand Nine Hundred Fifty-Two Dollars (\$20,952.00) for Estimated Expenses of the County Engineer, which are approved by the Champaign County Highway and Transportation Committee in accordance with the Champaign County Personnel Policy, be and is hereby appropriated as follows:

From Motor Fuel Tax Funds: One Hundred Seventy- One Thousand Eight Hundred Seventy-Two Dollars (\$171,872.00) for the period from January 1, 2019 thru December 31, 2019; and

BE IT FURTHER RESOLVED, That the County hereby authorizes the sum of Seventy-Five Thousand Four Hundred Sixty Dollars (\$75,460.00) of their Surface Transportation Program Funds to be made available to the Illinois Department of Transportation for the State's use in exchange for an equal amount of State Funds. The State funds shall not exceed Fifty Percent (50%) of the County Engineer's annual salary; and

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

BE IT FURTHER RESOLVED, That the County Board of Champaign County authorizes the County Board Chair to sign the Illinois Department of Transportation Agreement for the County Engineer's Salary; and

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

PRESENTED, ADOPTED, APPROVED AND RECORDED This 27th Day of November, A.D., 2018.

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



Agreement for County Engineer's Salary



This agreement, by and between the DEPARTMENT OF TRANSPORTATION, State of Illinois, hereinafter called the DEPARTMENT, and the COUNTY OF Champaign, of the State of Illinois, hereinafter called the COUNTY,
 Name of County

WHEREAS, the COUNTY has elected to use the Illinois Department of Transportation's recommended salary schedule to determine the County Engineer's annual salary and has agreed that the minimum salary shall be at least ninety-five (95) percent of the recommended salary;

WHEREAS, the COUNTY desires to transfer Federal Surface Transportation Program Funds to the DEPARTMENT in return for State funds to be used by the COUNTY to pay a portion of the County Engineer's salary, an amount not to exceed fifty (50) percent of the County Engineer's annual salary;

NOW THEREFORE, for and in consideration of the covenants and agreements herein contained, the parties agree as follows:

THE COUNTY AGREES:

1. That it will provide the DEPARTMENT with a resolution passed by the County Board authorizing the transfer of the COUNTY's Federal Surface Transportation Program Funds to the State for an equal amount of State Funds.
2. That it will deposit the State Funds in the County's Motor Fuel Tax account.
3. That an annual resolution appropriating funds for the payment of the County Engineer's annual salary shall be submitted to the DEPARTMENT along with the resolution authorizing the amount of Federal Surface Transportation Program funds to be transferred.
4. That it will maintain, for a minimum of 3 years after the completion of the agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the agreement; that the agreement and all books, records and supporting documents related to the agreement shall be available for review by the DEPARTMENT and/or Auditor General and that it will provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for recover of funds paid by the DEPARTMENT under the agreement for which adequate books, records and supporting documentation are not available to support their purported disbursement.

THE DEPARTMENT AGREES:

1. That it will accept the COUNTY's Federal Surface Transportation Program funds and make an equal amount of State funds available to the COUNTY for deposit in the County's Motor Fuel Tax account.
2. That payment of that State Funds to the COUNTY will be made each year upon receipt of the COUNTY's resolution transferring their Federal Surface Transportation Program funds and appropriating their Motor Fuel Tax or other funds for payment of their County Engineer's salary.

IT IS MUTUALLY AGREED:

1. That this agreement shall remain in full force and effect for a period of six years from the date of execution unless terminated by either party upon 30 days written notification by either party. The agreement may be temporarily suspended during any period that COUNTY does not have sufficient Federal Surface Transportation Program funds available to be transferred.
2. That the obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the purpose contemplated herein.

Executed by the COUNTY this 20th day of November, 2018, Champaign County, State of Illinois,
 Day Month, Year County
 acting by and through its County Board.

BY: Chairperson of the County Board

Date

Typed Name of Chairperson

C. Pius Weibel

Executed by the DEPARTMENT this _____ day of _____, _____,
 Day Month, Year

APPROVED
STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION

Randall S Blakenhorn
Secretary of Transportation

Date

BY: Priscilla A Tobias
Director, Office of Program Development

Date

RESOLUTION NO. 2018-366

RESOLUTION APPROPRIATING COUNTY
MOTOR FUEL TAX FUNDS
FOR COUNTY ROADS MAINTENANCE
SECTION #19-00000-00-GM

BE IT RESOLVED, by the County Board of Champaign County, that Nine Hundred Twenty-Four Thousand One Hundred Fifty Dollars (\$924,150.00) is appropriated from the Motor Fuel Tax allotment for the maintenance on county highways and meeting the requirements of the Illinois Highway Code; and

BE IT FURTHER RESOLVED, that maintenance sections or patrols be maintained under the provision of said Illinois Highway Code beginning January 1, 2019 and ending December 31, 2019; and

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

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

PRESENTED, ADOPTED, APPROVED AND RECORDED This 27th day of November, A.D., 2018.

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. 2018-366

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 November 20, 2018.

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., 2018.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

Regional Engineer

RESOLUTION NO. 2018-367

RESOLUTION APPROPRIATING AN ADDITIONAL \$132,806.19
FROM COUNTY MOTOR FUEL TAX FUNDS FOR
COUNTY HIGHWAY 23
SECTION #14-00438-00-RS

WHEREAS, The Champaign County Board has adopted Resolution No. 9855 appropriating the sum of \$2,400,000.00, for the improvement of County Highway 23 (Dewey-Elliott Road); and

WHEREAS, It is necessary that an additional appropriation of \$132,806.19 is required for the improvement;

NOW, THEREFORE, BE IT RESOLVED, That there is hereby appropriated the sum of One Hundred Thirty-Two Thousand Eight Hundred Six Dollars and Nineteen Cents (\$132,806.19) for the improvement of the above mentioned section; and

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

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November A.D., 2018.

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

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 November 27, 2018.

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., 2018.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

District Engineer

RESOLUTION NO. 2018-368

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00057

Fund: 091 Animal Control
Dept. 248 Animal Impound Services

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
534.87 Champaign Animal Impound Fees	\$3,500
534.66 University of Illinois Surgical Fees	\$4,200
534.86 Urbana Animal Impound Fees	<u>\$1,000</u>
Total	\$8,700
Increased Revenue:	
344.03 Animal Impound Fees-Champaign	\$3,500
344.02 Animal Impound Fees-Urbana	<u>\$1,000</u>
Total	\$4,500

REASON: Under Budgeted for Fee Reimbursement. The Fee is Collected from the Pet Owner and Reimbursement to the City - 091-248-534.87 No Monies Budgeted for 091-248-534.66 in FY2018. We Did Not Enter into a Contra t Until After the Budget Cycle.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-369

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00060

Fund: 075 Regional Planning Commission
Dept. 886 Garden Hills Energy Efficiency Initiative

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-time Employees	\$90,000
511.05 Temporary Salaries & Wages	10,000
522.15 Gasoline & Oil	500
533.12 Job-Required Travel	500
533.29 Computer/Information Technology Services	1,500
533.55 Weatherization Health/Safety	10,000
533.84 Business Meals/Expenses	2,500
534.30 Weatherization Labor	45,000
534.94 Weatherization Materials	<u>50,000</u>
Total	\$210,000
Increased Revenue:	
341.40 Technical Service Contract	
Total	\$210,000

REASON: Garden Hills Energy Efficiency Initiative Program will include Door to Door Canvassing; Energy Efficiency Workshop and Kit Distribution; Home Efficiency Program; LED Front Yard Lighting

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-370

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00062

Fund: 080 General Corporate
Dept. 036 Public Defender

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

522.44 Equipment Less Than \$5,000

Total \$1,692
\$1,692

Increased Revenue:

364.10 Sale of Fixed Assets

Total \$1,692
\$1,692

REASON: to Use Revenue from Sale of Assets for Other Equipment

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-371

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00063

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

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
534.81 General Liability Claims	\$365,000
533.20 Insurance	<u>\$16,000</u>
	Total \$381,000
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
	Total \$0

REASON: 534.81 - Payment of Claim Settlements and 533.20 - December Premium (FY2018)

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-372

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00064

Fund: 476 Self-Funded Insurance
Dept. 119 Workers Compensation Insurance

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
513.14 Workers Compensation Self-Fund Claim	<u>\$125,000</u>
	Total \$125,000
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
	Total \$0

REASON: Payment of Claims for Remainder of FY2018

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-373

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00066

Fund: 076 Tort Immunity Tax
Dept. 075 General County

<u>ACCOUNT DESCRIPTION</u>		<u>AMOUNT</u>
Increased Appropriations:		
513.04 Workers' Compensation Insurance		<u>\$42,000</u>
	Total	\$42,000
Increased Revenue:		
None: from Fund Balance		<u>\$0</u>
	Total	\$0

REASON: for Increases in Workers' Compensation Rates Paid from the Tort Immunity Fund

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-374

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00067

Fund: 080 General Corporate
Dept. 040 Sheriff

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
512.03 SLEP Regular Full-time Employees	<u>\$11,024</u>
	Total \$11,024
Increased Revenue:	
337.23 Local Government Reimbursement-Event Security	<u>\$21,611</u>
	Total \$21,611

REASON: Additional Hours for Security for the Luke Bryan Farm Tour. Even with the Benefit Costs the Revenue Exceeded the Expenditure.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-375

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00068

Fund: 080 General Corporate
Dept. 040 Sheriff

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
512.03 SLEP Regular Full-time Employees	<u>\$58,083</u>
	Total \$58,083
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
	Total \$0

REASON: to Cover Wage Shortages Due to the Payment of Benefits Upon Termination of Employment by 13 Employees

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-376

**RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
BETWEEN CHAMPAIGN COUNTY, THE VILLAGE OF MAHOMET, THE
CHAMPAIGN COUNTY CIRCUIT CLERK, AND THE MAHOMET POLICE
DEPARTMENT FOR E-CITATION FUNDING**

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or by ordinance; and

WHEREAS, P.A. 96-1210 did establish 705 ILCS 105/27.3e of The Clerks of Courts Act (“the Act”) to establish the Electronic Citation Fee whereby traffic, misdemeanor, municipal ordinance, conservation, and other citations and law enforcement data may be transmitted via electronic means to the circuit court clerk; and

WHEREAS, the Act instructs all circuit court clerks to charge and collect an electronic citation fee of \$5 to defray the expense of establishing and maintaining electronic citations and establishes the Circuit Court Clerk is the custodian of the electronic citation fund; and

WHEREAS, the Act directs that 60% of the fee be deposited into the Circuit Court Clerk Electronic Citation Fund and that 40% of the fee be disbursed to the arresting agency to defray expenses related to the establishment and maintenance of electronic citations; and

WHEREAS, the Mahomet Police Department did by Agreement dated February 16, 2011 direct the Champaign County Circuit Clerk to be the caretaker of the agency’s share of e-citation funds and to use the funds towards a county wide electronic citation program; and

WHEREAS, the Champaign County Circuit Clerk wishes to cooperate with the Mahomet Police Department to allocate 100% of the electronic citation fees collected relating to and/or allocable to the Mahomet Police Department from the initiation of the electronic citation fee in 2011 through the expiration of the agreed contract between Quicket Solutions Inc. and the Village of Mahomet to be used to establish an electronic citation program; and

WHEREAS, it is in the best interest of both Champaign County and the Village of Mahomet to establish an intergovernmental agreement regarding the establishment of an electronic citation program between the Champaign County Circuit Clerk and the Mahomet Police Department;

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Champaign County, that the Champaign County Board Chair and Circuit Clerk are authorized to sign the intergovernmental agreement that is attached hereto.

PRESENTED, PASSED, APPROVED AND RECORDED this 27th day of November, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-377

RESOLUTION TO DESIGNATE THE OFFICE OF THE
STATE'S ATTORNEYS APPELLATE PROSECUTOR AS AGENT

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Counties containing less than 3,000,000 Inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives approval and support from the respective Counties eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board, In regular session, this 27th day of November 2018 does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor and designates the Office of the State's Attorneys Appellate Prosecutor as Its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorney of this County In the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections.

BE IT FURTHER RESOLVED that the Office of the State's Attorneys Appellate Prosecutor will offer Continuing Legal Education training programs to the State's Attorneys and Assistant State's Attorneys.

BE IT FURTHER RESOLVED that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist the State's Attorney of this County in the discharge of the State's Attorney's duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction.

BE IT FURTHER RESOLVED that if the Office of the State's Attorneys Appellate Prosecutor is duly appointed to act as a Special Prosecutor in this county by a court having jurisdiction, this county will provide reasonable and necessary clerical and administrative support on an as needed basis.

BE IT FURTHER RESOLVED that the Champaign County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2019, commencing January 1, 2019 and ending December 31, 2019, by hereby appropriating the sum of \$36,000.00 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2019.

Passed and adopted by the County Board of Champaign County, Illinois, this 27th day of November 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-378

RESOLUTION AUTHORIZING AWARD OF CONTRACT to DEVNET INC. FOR AN INTEGRATED PROPERTY TAX ASSESSMENT, EXTENSION AND COLLECTION SYSTEM PURSUANT TO RFP 2018-003

WHEREAS, Champaign County issued RFP #2018-003 on September 12, 2018 for an Integrated Property Tax Assessment, Extension and Collection System; and

WHEREAS, The RFP 2018-003 Evaluation Team consisting of Andy Rhodes, IT Director; Paula Bates, Supervisor of Assessments; John Farney, County Treasurer; Sasha Green, Lead Tax Extension Specialist; and Leanne Brehob-Riley, GIS Consortium Director, reviewed each proposal and unanimously recommend to the Champaign County Board the award of contract for the Integrated Property Tax Assessment, Extension and Collection System to DEVNET, Incorporated; and

WHEREAS, The Finance Committee of the Whole recommends to the Champaign County Board the award of contract for the Integrated Property Tax Assessment, Extension and Collection System to DEVNET, Incorporated; and

WHEREAS, An Agreement between the County and DEVNET, Incorporated (hereinafter "Agreement") has been prepared; and

WHEREAS, the Agreement outlines the financial terms and service responsibilities of the parties.

NOW, THEREFORE BE IT RESOLVED That the Champaign County Board hereby authorizes the award of contract to DEVNET, Inc. for an Integrated Property Tax Assessment, Extension and Collection System pursuant to RFP 2018-003 and authorizes the County Board Chair to enter into an Agreement with DEVNET, Inc. on behalf of Champaign County for an Integrated Property Tax Assessment, Extension and Collection System.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November, 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

ORDINANCE NO. 2018-11

FY2019 ANNUAL TAX LEVY ORDINANCE CHAMPAIGN COUNTY, ILLINOIS

WHEREAS, we the County Board of Champaign County, Illinois, have determined that for County purposes, it will be necessary to levy a tax in the total amount of \$34,695,327 on the real property and railroad property, in Champaign County, Illinois, for raising of monies for the several objects and purposes specified in the FY2019 Annual Budget and Appropriation Ordinance,

NOW, THEREFORE, BE IT ORDAINED that there is hereby levied a tax in the amount of \$12,415,811 for the County General Corporate purposes;

BE IT FURTHER ORDAINED that there is hereby levied a tax in the amount of \$2,494,546 for the purpose of acquiring insurance against any loss or liability which may be imposed upon the County, in accordance with 745 ILCS 10/9-107, said \$2,494,546 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,675,869 as the County Highway Tax, as provided in the Illinois Highway Code, being for the purpose of improving, repairing, maintaining, constructing, and reconstructing highways in this county required to be repaired, maintained, and constructed by the County in accordance with 605 ILCS 5/5-601, said sum raised to be placed in a separate fund known as the County Highway Fund, which \$2,675,869 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,340,069 as provided in the Illinois Highway Code, for the County Bridge Fund for expenditures payable from the County Bridge Fund and for the purpose of constructing and repairing bridges, culverts, drainage structures or grade separations, including approaches thereto, on public roads in the County, required to be so constructed and repaired by the County under the Illinois Highway Code, in accordance with 605 ILCS 5/5-602, said sum of \$1,340,069 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$4,994,438 for the purpose of providing community mental health facilities and services in Champaign County, pursuant to an election held November 7, 1972, authorizing a levy of a tax not to exceed 10 percent of the full assessed valuation, and amendments to the Community Mental Health Act, 405 ILCS 20/4, authorizing an increase to the maximum levy of tax not to exceed .15 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the "Community Mental Health Fund" and shall be used only for the purpose specified in the Illinois Compiled Statutes; said sum of \$4,994,438 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,621,369 in accordance with an act entitled Illinois Municipal Retirement Fund Act, as amended, 40 ILCS 5/7-171, and being for the purpose of making county contributions to said Illinois Municipal Retirement Fund as required by law, said \$2,621,369 being exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$2,168,302 for the purpose of participation in the Federal Social Security Insurance Program and Federal Medicare Program, in accordance with 40 ILCS 5/21-110 to 5/21-110.1, said \$2,168,302 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$106,693 for the purpose of providing funds to pay expenses in the construction and maintenance of highways in the federal aid network or

County highway network in accordance with 605 ILCS 5/5-603, and said sum of \$106,693 shall be placed in a separate fund known as the Matching Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$439,412 for the purpose of the County’s share of the Cooperative Extension service programs, in accordance with 505 ILCS 45/8, said \$439,412 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$1,271,785 for the purpose of the County Health Fund in accordance with 70 ILCS 905/15 and 55 ILCS 5/5-25010 to 5-25011, said \$1,271,785 shall be held in a separate fund known as the County Health Fund and is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that there is hereby levied a tax, in the amount of \$4,167,033 for the purpose of providing facilities or services for the benefit of residents in Champaign County who are cognitively challenged or under a developmental disability and who are not eligible to participate in any such program conducted under Article 14 of the School Code, pursuant to an election held November 2, 2004, authorizing a levy of a tax not to exceed .10 percent of the full assessed valuation, said sum shall be placed into a special fund in the Champaign County Treasury to be designated as the “Fund for Persons With a Developmental Disability” and shall be used only for the purpose specified in 55 ILCS 105; said sum of \$4,167,033 is exclusive of and in addition to those sums heretofore levied; and

BE IT FURTHER ORDAINED that the sums heretofore levied in the total amount of \$34,695,327 be raised by taxation upon property in this County and the County Clerk of Champaign County is hereby ordered to compute and extend upon the proper books of the County Collector for the said year, the sums heretofore levied for so much thereof as will not in the aggregate exceed the limit established by law on the assessed valuation as equalized for the year 2018.

PRESENTED in accordance with 35 ILCS 200/18-10 at the September 2018 session.

PRESENTED, PASSED, APPROVED and RECORDED by the County Board of Champaign County, Illinois, this 27th day of November, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

___ AYE ___ NAY ___ ABSENT

ATTEST:

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

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

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

Check One of the Choices Below

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

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

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

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

This certificate applies to the RY2018 levy.

Date _____

Presiding Officer _____

C. Pius Weibel, Chair
Champaign County Board

RESOLUTION NO. 2018-379

RESOLUTION FORGIVING LOANS FROM THE CHAMPAIGN COUNTY GENERAL CORPORATE FUND TO THE NURSING HOME FUND AUTHORIZED BY RESOLUTIONS NUMBERED 9892 AND 10097 AND RENEWED BY RESOLUTION NUMBER 10188

WHEREAS, on March 14, 2017, the Champaign County Board approved Resolution No. 9892 authorizing a loan to the Champaign County Nursing Home from the General Corporate Fund in the amount of \$250,000 for the purpose of fulfilling employee payroll and vendor account obligations; and

WHEREAS, on August 24, 2017, the Champaign County Board approved Resolution No. 10097 authorizing a loan to the Champaign County Nursing Home from the General Corporate Fund in the amount of \$250,000 for the purpose of fulfilling employee payroll and vendor account obligations; and

WHEREAS, the Champaign County Nursing Home Fund was unable to pay the outstanding balance of the loans in the amount of \$500,000 by December 31, 2017, the Champaign County Board approved Resolution No. 10188 on January 9, 2018, authorizing the renewal of the loans from the General Corporate Fund to the Nursing Home Fund, for a period no later than December 31, 2018; and

WHEREAS, the Champaign County Nursing Home Fund is unable to pay the outstanding balance of the loans in the amount of \$500,000 by December 31, 2018; and

WHEREAS, the County Board has determined to forgive the loans from the General Corporate Fund to the Nursing Home Fund; and

WHEREAS, the County Board directs the Champaign County Treasurer to document the amount of the loans forgiven in the Record of Transfers and Loans to the Nursing Home Fund from the General Corporate Fund.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County that the outstanding balance of the loans in the amount of \$500,000, from the General Corporate Fund to the Nursing Home Fund granted pursuant to Resolutions 9892 and 10097, and renewed by Resolution 10097 are hereby forgiven.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November, 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

RESOLUTION NO. 2018-380

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00061

Fund: 080 General Corporate
Dept. 075 General County

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
534.45 Bad Debt Expense	<u>\$500,000</u>
	Total \$500,000
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
	Total \$0

REASON: To recognize bad debt pursuant to a resolution forgiving loans to the Champaign County Nursing Home Granted for the purpose of fulfilling employee payroll and vendor account obligations in 2017 by Resolution No.'s 9892 and 10097, Renewed by Resolution No. 10188.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

ORDINANCE NO. 2018-9

AN ORDINANCE AMENDING CHAPTER 5 OF THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY AND ADOPTING THE CHAMPAIGN COUNTY PUBLIC HEALTH DEPARTMENT FOOD PROGRAM ENFORCEMENT POLICY

WHEREAS, 55 ILCS 5/5-1052 empowers the Champaign County Board to do all acts and make all regulations which may be necessary or expedient for the promotion of health or the prevention of disease; and

WHEREAS, the Champaign County Board adopted Ordinance No. 969, *Health Ordinance of Champaign County, Illinois*, on November 10, 2015, and amended the Health Ordinance through the adoption of Ordinance 975 on December 17, 2015; and

WHEREAS, since the adoption of Ordinances 969 and 975 there have been statutory and administrative code changes which necessitate the revision of Chapter 5 of that Ordinance, the Champaign County Public Health District Retail Food Program; and

WHEREAS, 55 ILCS 5/5-25013(B)(3) provides that the Champaign County Board of Health may recommend to the county board the adoption of such ordinances and of such rules and regulations as may be deemed necessary or desirable for the promotion and protection of health and control of disease; and

WHEREAS, the Champaign County Board of Health recommends by Resolution No. 2018-10-01 that Chapter 5 of Ordinance 969, as amended, should be replaced in its entirety by this Ordinance so that the Champaign County Public Health Department is compliant with the latest revisions made by the Illinois legislature and the Illinois Department of Public Health; and

WHEREAS, the Champaign County Board of Health has adopted by Resolution No. 2018-10-02 a Champaign County Public Health Department Retail Food Program Enforcement Policy, and further recommends that the Champaign County Board adopt the same Champaign County Public Health Department Retail Food Program Enforcement Policy to assure compliance with the latest revisions made by the Illinois legislature and the Illinois Department of Public Health;

NOW, THEREFORE, BE IT ORDAINED by the County Board of Champaign County that Chapter 5 of Ordinance 969 as amended be hereby rescinded and that the Recommended *Champaign County Public Health District Retail Food Program Ordinance* that is attached hereto be adopted as Chapter 5 of the *Health Ordinance of Champaign County, Illinois* and that the *Champaign County Public Health Department Retail Food Program Enforcement Policy* adopted as Resolution 2018-10-02 on October 2, 2018 be adopted by the Champaign County Board.

PRESENTED, PASSED, APPROVED and RECORDED this 27th day of November,
A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

Resolution No. 2018-10-01

**Champaign County Public Health Department
Recommended Retail Food Program Ordinance**

Whereas the Board of Health of the Champaign County Public Health Department deems it desirable and necessary to conduct a comprehensive retail food protection program to protect the citizens within its jurisdiction from contracting foodborne diseases and to prevent disease transmission; and

Whereas the Board of Health of the Champaign County Public Health Department has studied and prepared changes to its comprehensive retail food protection program to assure compliance with the latest revisions made by the Illinois legislature and the Illinois Department of Public Health; and

Whereas, 55 ILCS 5/5-25013(B)(3) provides that the Champaign County Board of Health may recommend to the county board the adoption of such ordinances and of such rules and regulations as may be deemed necessary or desirable for the promotion and protection of health and control and disease.

Now, therefore, the Champaign County Public Health Department hereby recommends the adoption of Chapter 5 of the Health Ordinance of Champaign County by the Champaign County Board as follows:

SECTION 1: GENERAL PROVISIONS

1-01: Short Title

This Ordinance shall be known as the "Retail Food Ordinance."

1-1: Purpose

The purpose of this Ordinance is to prevent foodborne illness, to promote safe food handling and hygienic practices, and to protect consumers.

1-2: Scope

This Ordinance provides requirements for the issuance, suspension, and revocation of PERMITS, inspections, review of plans, prohibiting the sale of unsound or mislabeled food, employee restrictions, and enforcement of this Ordinance by the Champaign County Public Health Department. Definitions and standards for management, personnel, food operations, equipment, and facilities are also included in this Ordinance.

1-3: Application

This Ordinance applies to retail FOOD ESTABLISHMENTS that are required to have PERMITS and that are issued by the HEALTH AUTHORITY.

1-4: Adoption by Reference

In addition to the provisions set forth herein, this Ordinance hereby adopts by reference and incorporates the current provisions and subsequent revisions of the "Illinois Food Service Sanitation Code," 77 Ill. Adm. Code 750.

In addition, FOOD ESTABLISHMENTS are also subject to all other applicable ordinances of the HEALTH AUTHORITY.

1-5: Definitions

In addition to the definitions contained in the laws, rules, and regulations referenced in 1-4, the following definitions shall apply in the interpretation and enforcement of this Ordinance:

APPLICANT: Any PERSON making application to the HEALTH AUTHORITY for a PERMIT.

APPROVED: Accepted by the HEALTH AUTHORITY based on its determination as to conformance with principles, practices, and generally recognized standards that protect public health.

AUTHORIZED REPRESENTATIVE: Those PERSONS designated by the HEALTH AUTHORITY to enforce the provisions of this Ordinance.

BOARD: The Board of Health of the HEALTH DEPARTMENT.

BUSINESS DAYS: Monday through Friday from 8:00 a.m. to 4:00 p.m., excluding HEALTH DEPARTMENT observed holidays.

CATEGORY: A classification based on the Illinois Department of Public Health's local health protection grant standards for conducting a food protection program. Each FOOD ESTABLISHMENT will be assessed to determine the relative risks of causing foodborne illness. The minimum number of routine inspections per year is determined by the FOOD ESTABLISHMENT's risk classification.

CEASE AND DESIST ORDER: A written order issued by the HEALTH AUTHORITY which directs the responsible PERSON to immediately stop doing or allowing a specific action to occur. A CEASE AND DESIST ORDER may or may not include a direction to completely cease operations at a FOOD ESTABLISHMENT. A CEASE AND DESIST ORDER may include a timeframe to achieve compliance as long as there is not an IMMINENT HEALTH HAZARD.

CHANGE OF OWNERSHIP: A change in the permit holder. This means that the entity that is legally responsible for the operation of the FOOD ESTABLISHMENT, such as the owner or other PERSON, has changed.

CONTINENTAL BREAKFAST: A meal limited to only coffee, tea, and/or commercially prepared juice and commercially prepared sweet baked goods.

COTTAGE FOOD OPERATION: A business operated by an individual who produces or packages non-time/temperature control for safety food in a kitchen located in the person's

primary domestic residence or another approximately equipped residential or commercial-style kitchen on that property.

EMPLOYEE: Includes the permit holder, PERSON in CHARGE, a food employee, a PERSON having supervisory or management duties, a PERSON on the payroll, a family member, a volunteer, a PERSON performing work under contractual agreement, or other PERSON working in a FOOD ESTABLISHMENT.

ENFORCEMENT POLICY: A separate document that will serve as a guide for enforcing violations set out in this Ordinance.

FOOD CODE: "Illinois Food Service Sanitation Code," 77 Ill. Adm. Code 750.

FOOD ESTABLISHMENT: An operation that stores, prepares, packages, serves, vends food directly to the consumer, or otherwise provides food for human consumption such as a restaurant; satellite or catered feeding location; catering operation if the operation provides food directly to a consumer or to a conveyance used to transport people; market; vending location; conveyance used to transport people; institution; or food pantry and relinquishes possession of food to a consumer, directly or indirectly, through a delivery service such as home delivery of grocery orders, restaurant takeout orders, or a delivery service that is provided by common carriers.

FOOD ESTABLISHMENT includes an element of the operation such as a transportation vehicle or a central preparation facility that supplies a vending location or satellite feeding location unless the vending or feeding location is permitted by the HEALTH AUTHORITY. It also includes an operation that is conducted in a mobile, stationary, temporary, or permanent facility or location; where consumption is on or off the premises; and regardless of whether there is a charge for the food.

FOOD ESTABLISHMENT does not include an establishment that offers only prepackaged foods that are not time/temperature control for safety; a produce stand that only offers whole, uncut fresh fruits and vegetables; a food processing plant including those that are located on the PREMISES of a FOOD ESTABLISHMENT; a kitchen in a private home, such as a small family daycare provider or a bed and breakfast operation as defined in the Bed and Breakfast Act (50 ILCS 820) that prepares and offers food to guests; a private home that receives catered or home delivered food; a closed family function where food is prepared or served for individual family consumption; or a COTTAGE FOOD OPERATION.

FOOD PREPARATION: The handling, processing, and/or serving of foods.

HAZARD ANALYSIS and CRITICAL CONTROL POINT (HACCP): A systematic approach to identifying, evaluating, and controlling food safety hazards. Food safety hazards are biological, chemical, or physical agents that are reasonably likely to cause illness or injury in the absence of their control.

HEALTH AUTHORITY: The PUBLIC HEALTH ADMINISTRATOR of the HEALTH DEPARTMENT or his/her AUTHORIZED REPRESENTATIVE.

HEALTH DEPARTMENT: The Champaign County Public Health Department.

HOLD ORDER: An order issued by the HEALTH AUTHORITY that acts as a temporary isolation or quarantine of food or equipment that the HEALTH AUTHORITY believes or has reason to believe is in violation of this Ordinance.

IMMINENT HEALTH HAZARD: Significant threat or danger to health that exists when there is evidence sufficient to show that a product, practice, circumstance, or event creates a situation that requires immediate correction or cessation of operation to prevent injury, based on:

- a) The number of potential injuries.
- b) The nature, severity, and duration of the anticipated injury.

MENU LIMITATION: A modification or constraint imposed by the HEALTH AUTHORITY on a FOOD ESTABLISHMENT's FOOD PREPARATION based on the type of operation, menu items, or available equipment.

MOBILE FOOD ESTABLISHMENT: A FOOD ESTABLISHMENT that is operated from a movable, motor-driven, or propelled vehicle, a portable structure, or watercraft that can change location.

OUTDOOR COOKING OPERATION: A cooking operation that is operated in conjunction with a FOOD ESTABLISHMENT with a PERMIT, but is not located within the fully enclosed permanent structure of the FOOD ESTABLISHMENT or within a MOBILE FOOD ESTABLISHMENT.

OPERATOR: A PERSON who has been approved by the permit holder to perform and/or oversee the day-to-day food operation of the FOOD ESTABLISHMENT.

PERMIT: The document issued by the HEALTH AUTHORITY that authorizes a PERSON to operate a FOOD ESTABLISHMENT.

PERSON: An association, corporation, individual, partnership, other legal entity, government, or governmental subdivision or agency.

PERSON IN CHARGE: The individual present at a FOOD ESTABLISHMENT who is responsible for the operation at the time of inspection.

PLAN REVIEW: An evaluation process conducted by the HEALTH AUTHORITY to determine whether minimum standards are met for the sanitary design, facility layout, operational and product flow, menu processes and food handling procedures, construction, operation and maintenance of a FOOD ESTABLISHMENT and its PREMISES.

PREMISES: The physical structure, its contents, and the contiguous land or property under the control of the permit holder.

PRIORITY FOUNDATION ITEM: Includes those items that require the purposeful incorporation of specific actions, equipment or procedures by industry management to attain control of risk factors that contribute to foodborne illness or injury such as personnel training, infrastructure or necessary equipment, HAZARD ANALYSIS CRITICAL CONTROL POINT plans, documentation or record keeping, and labeling.

PRIORITY FOUNDATION ITEM VIOLATION: A violation of a provision in this Ordinance whose application supports, facilitates, or enables one or more PRIORITY FOUNDATION ITEMS.

PRIORITY ITEM: Includes those items with a quantifiable measure to show control of hazards such as cooking, reheating, cooling, and/or handwashing.

PRIORITY ITEM VIOLATION: A violation of a provision in this Ordinance whose application contributes directly to the elimination, prevention, or reduction to an acceptable level, of hazards associated with foodborne illness or injury and for which there is no other provision that more directly controls the hazard.

PUBLIC EVENT: Any event open to the public where food is prepared or served. An event open to the public that is advertised with fliers, banners, newspaper articles, radio or television announcements, Internet postings, social media, or by other means is a PUBLIC EVENT and subject to regulation under this Ordinance. Any event that is not a PUBLIC EVENT shall be treated as private. Any determination of whether an event shall be regulated as a PUBLIC EVENT is at the sole discretion of the HEALTH AUTHORITY.

REMODEL: The repair, construction, alteration or installation of new equipment, modification of existing equipment or fixtures, changes in floor plan layout, the addition of more seating and/or toilet rooms, extensive changes in surface finishes or lighting, expansion to new space, or significant changes to use of space or equipment.

Generally, a REMODEL does not include redecorating; cosmetic refurbishing; cleaning surfaces; altering seating design; minimal repairs of finish surfaces; "like-for-like" equipment exchanges; equipment or infrastructure minimal repair, service or maintenance; additions of equipment that require no installation or modification of existing fixtures (such as countertop "plug-in" equipment); or a "like-for-like" menu item exchange or addition utilizing the same existing equipment and same food handling processes.

A REMODEL requires a PLAN REVIEW when one or more of the following criteria, at the sole discretion of the HEALTH AUTHORITY, are met:

- a. Requires a permit from the building authority having jurisdiction.
- b. Menu item exchange or additions with the need for different process, preparation method, equipment or service.
- c. Extensive equipment changes.
- d. Extensive utility changes or repairs.
- e. Extensive repairs after an incident, e.g. fire or flood.
- f. Conversion of a building/space/operation from a non-FOOD ESTABLISHMENT to a FOOD ESTABLISHMENT.
- g. Equipment changes that alter capacity or location that may result in a reduction of the FOOD ESTABLISHMENT's capabilities.

REPEAT VIOLATION: A violation noted on the previous inspection report that is observed again on the next routine inspection on the same piece of equipment, same area of the facility, or same practice.

SPECIAL EVENT: A unique PUBLIC EVENT at a particular location, such as a celebration, festival, or fundraiser.

TEMPORARY FOOD ESTABLISHMENT: A FOOD ESTABLISHMENT that operates at a fixed location for a period of time that is not more than fourteen (14) consecutive days in conjunction with a SPECIAL EVENT.

VALID PERMIT: A PERMIT that is not suspended, revoked, or expired.

VARIANCE: A written document issued by the HEALTH AUTHORITY that authorizes a modification or waiver of one or more requirements of this Ordinance. Any such modification or waiver is at the sole discretion of the HEALTH AUTHORITY.

WHOLESOME: In sound condition, clean, free from adulteration or contamination, and otherwise suitable for human consumption.

SECTION 2: ADMINISTRATION

2-1: General Permit Requirements

It shall be unlawful for any PERSON to operate a FOOD ESTABLISHMENT within the jurisdiction of the HEALTH DEPARTMENT who does not possess a Valid Permit issued to that PERSON. Only a PERSON who complies with the requirements of this Ordinance shall be entitled to receive and retain such a PERMIT.

PERMITS shall not be transferable from one PERSON to another PERSON. PERMITS shall not be applicable to any location, building, place, or menu other than that for which the PERMIT was issued.

Changes may occur after a FOOD ESTABLISHMENT is permitted. The changes that invalidate a PERMIT include a CHANGE OF OWNERSHIP of the permit holder, a change in the physical location of the establishment, a change in the type of operation, a change in menu that requires the addition of equipment and/or structural modifications of the FOOD ESTABLISHMENT, a change of menu that requires a FOOD PREPARATION process that did not occur when the PERMIT was issued, or a change in menu where raw animal food is to be served raw or undercooked.

The HEALTH AUTHORITY shall solely determine if a change invalidates a VALID PERMIT.

2-2: Permit Terms

- A. **All Permits:** All PERMITS shall be valid from December 1 of the current year through November 30 of the following year unless otherwise noted in this Ordinance.
- B. **Permits for Temporary Food Establishments:** PERMITS issued to TEMPORARY FOOD ESTABLISHMENTS shall be valid for the dates stated on the PERMIT and shall expire not more than fourteen (14) consecutive days after the start date.

2-3: Permit Categories

The HEALTH AUTHORITY shall assess the risks of a foodborne illness for every FOOD ESTABLISHMENT operating within the jurisdiction of the HEALTH DEPARTMENT. The HEALTH AUTHORITY shall use this assessment in classifying a FOOD ESTABLISHMENT for purposes of a CATEGORY.

The HEALTH AUTHORITY shall apply the criteria in the Food Code to determine the CATEGORY for a FOOD ESTABLISHMENT. If a health hazard will not result from reclassification or if reclassification will provide better protection for the public, the HEALTH AUTHORITY may reclassify a FOOD ESTABLISHMENT based upon inspection history, the number, frequency and severity of violations, and corrective action. The basis for this decision shall be documented, and a copy will be retained in the FOOD ESTABLISHMENT's file.

2-4: Permit Posting

Every FOOD ESTABLISHMENT shall prominently and conspicuously post a VALID PERMIT for public view.

2-5: Issuance

Any PERSON desiring to operate a FOOD ESTABLISHMENT or to renew an expired PERMIT within the jurisdiction shall make written application for a PERMIT on forms provided by the HEALTH DEPARTMENT, accompanied by a PERMIT fee, if required, in the amount provided in the HEALTH DEPARTMENT fee schedule.

- A. **When Plans are Required:** A PERMIT APPLICANT or permit holder shall submit to the HEALTH AUTHORITY properly prepared plans and specifications for review and approval before any of the following occur:
 - 1. The construction of a FOOD ESTABLISHMENT.
 - 2. The conversion of an existing structure for use as a FOOD ESTABLISHMENT.
 - 3. The REMODELING of a FOOD ESTABLISHMENT.
 - 4. A change of type of FOOD ESTABLISHMENT or food operation if the HEALTH AUTHORITY determines that plans and specifications are necessary to ensure compliance with this Ordinance.

- B. **Application for Permit:** After APPROVAL of the plans proposed for a PERMIT by a FOOD ESTABLISHMENT, the HEALTH AUTHORITY shall conduct an inspection of the PREMISES. If the HEALTH AUTHORITY finds the FOOD ESTABLISHMENT in compliance with the provisions of this Ordinance and upon receipt of a completed application for a PERMIT, the HEALTH AUTHORITY shall issue a PERMIT authorizing the FOOD ESTABLISHMENT to operate.

- C. **Annual Renewal of Permits:** For continued operation of the FOOD ESTABLISHMENT, annual renewal of the PERMIT is required. Any permit holder desiring to renew a PERMIT shall apply on renewal forms provided by the HEALTH DEPARTMENT and pay all money due, i.e. fees and taxes, to the HEALTH DEPARTMENT including, but not limited to, PERMIT renewal fee, late fees, reinstatement fees, re-inspection fees, insufficient funds

charges, and all fines assessed for any purpose. If a permit holder is delinquent on any money due the HEALTH DEPARTMENT, the annual renewal PERMIT shall be denied and shall not be issued until such time as the permit holder pays in full.

- D. Denial of Application for Permit:** If an application for a PERMIT to operate is denied, the HEALTH AUTHORITY shall provide the APPLICANT with a notice that includes:
1. The specific reasons and code citations for the PERMIT denial.
 2. The actions, if any, that the APPLICANT must take to qualify for a PERMIT.
 3. The advisement of any appeal process.

- E. Change of Ownership:** If a PERSON is purchasing an existing FOOD ESTABLISHMENT, a CHANGE OF OWNERSHIP plan review is required prior to issuing a new PERMIT. For any determination of what constitutes a change in permit holder, consult the HEALTH AUTHORITY. To assist in the transition of business, the HEALTH AUTHORITY will allow an open and operating FOOD ESTABLISHMENT to change ownership without interruption of business provided that the following are satisfied:

1. A PLAN REVIEW application for the new PERMIT is submitted within thirty (30) BUSINESS DAYS of the execution of the change of owner documents, such as a deed, close of escrow, dealers' report of sale, lease agreement, or other legal document.
2. The FOOD ESTABLISHMENT stays within the same CATEGORY as the previous PERMIT.
3. The FOOD ESTABLISHMENT has not been physically altered, equipment has not been removed or added, and the FOOD ESTABLISHMENT has not been closed for extensive REMODELING for other reasons.
4. The FOOD ESTABLISHMENT has not changed the menu in a manner that requires new FOOD PREPARATION processes, procedures, and/or equipment.
5. The time to correct all violations cited in a CHANGE OF OWNERSHIP inspection does not exceed ninety (90) BUSINESS DAYS from delivery of an inspection by the HEALTH AUTHORITY. Time extensions are not to exceed another ninety (90) BUSINESS DAYS and may be granted in writing as determined by the HEALTH AUTHORITY.

If the provisions above are not met, then the FOOD ESTABLISHMENT shall close, and the new owner will be required to apply for a new PERMIT, including completing the PLAN REVIEW process.

2-6: Permit Fees

PERMIT fees are pursuant to all other applicable ordinances of the HEALTH AUTHORITY.

2-7: Food Sources Outside of the Department's Jurisdiction

Food from FOOD ESTABLISHMENTS outside the jurisdiction of the HEALTH DEPARTMENT may be allowed if such FOOD ESTABLISHMENTS conform to the provisions of this Ordinance or equivalent provisions and can provide proof of a VALID PERMIT from the applicable public health authority.

2-8: Plan Reviews

No FOOD ESTABLISHMENT shall be constructed, REMODELed, or converted except in accordance with plans and specifications approved by the HEALTH AUTHORITY.

- A. **Plan Review:** The HEALTH AUTHORITY shall conduct a PLAN REVIEW whenever a FOOD ESTABLISHMENT:
 - 1. Is newly constructed or REMODELed.
 - 2. Is in a facility converted for use as a FOOD ESTABLISHMENT.
 - 3. Undergoes a CHANGE OF OWNERSHIP.

- B. **Waiver:** The HEALTH AUTHORITY, at its sole discretion, may waive a PLAN REVIEW based on information provided in the PLAN REVIEW application for a new PERMIT.

- C. **Submission of Documents:** Before such work begins or change occurs, a FOOD ESTABLISHMENT shall submit the following to the HEALTH AUTHORITY for review and approval:
 - 1. PLAN REVIEW application form as provided by the HEALTH AUTHORITY.
 - 2. Properly prepared plans to scale and specifications, including those illustrating layout, arrangement, location, size and type of fixed equipment, finish schedule of surface materials, and custom shop drawings.
 - 3. Proposed menu.
 - 4. Food safety assessment worksheet.
 - 5. Proposed auxiliary food operations, such as OUTDOOR COOKING OPERATIONS, catering, special processes, or extended food operations held on the PREMISES.
 - 6. Any other information that the HEALTH DEPARTMENT deems necessary to evaluate the proposal.
 - 7. PLAN REVIEW fee.

2-9: Pre-Operational Inspections

Prior to the issuance or reinstatement of a PERMIT to operate, every FOOD ESTABLISHMENT shall be inspected by or obtain approval from the HEALTH AUTHORITY before beginning or resuming operations in order to determine compliance with APPROVED plans, specifications, corrective actions, and the requirements of this Ordinance.

2-10: Permit Suspension

At any time that the HEALTH AUTHORITY determines that a permit holder or OPERATOR is not in compliance with the provisions of this Ordinance or the ENFORCEMENT POLICY, the HEALTH AUTHORITY shall issue a notice to the permit holder or OPERATOR. The notice shall state the nature of the violation and a reasonable timeframe in which corrective action must be taken.

Whenever a permit holder or operator has failed to comply with any notice issued under the provisions of this Ordinance or the ENFORCEMENT POLICY, the HEALTH AUTHORITY may serve the permit holder or operator with a notice stating that the PERMIT is suspended and operations are to cease immediately or as ordered by the HEALTH AUTHORITY.

Notwithstanding the other provisions of the Ordinance, whenever the HEALTH AUTHORITY finds unsanitary or other conditions in the operation of a FOOD ESTABLISHMENT or TEMPORARY FOOD ESTABLISHMENT which, in the HEALTH AUTHORITY's judgment, constitutes substantial hazard to the public health, it may, without warning, notice, or hearing issue a written notice to the permit holder or operator citing such condition, specifying the corrective action to be taken; and state that the PERMIT is immediately suspended.

Any PERSON to whom such an order is issued shall comply immediately therewith, but upon written petition to the HEALTH AUTHORITY, shall be afforded a hearing as soon as possible. The hearing process is described in the Champaign County Public Health Department Retail Food Program Enforcement Policy.

2-11: Permit Revocation

For REPEATED VIOLATIONS of any provisions of the ENFORCEMENT POLICY, or for interference with the HEALTH AUTHORITY in the performance of its duties, the HEALTH AUTHORITY may revoke a PERMIT permanently. This process is described in Section 4 of the ENFORCEMENT POLICY. The permit holder shall be given notice of the revocation and the opportunity to request a hearing before the HEALTH AUTHORITY. Prior to such action, the HEALTH AUTHORITY shall notify the permit holder that the PERMIT is subject to revocation and that the PERMIT shall be permanently revoked at the end of ten (10) BUSINESS DAYS following service of such notice unless the permit holder files a request for a hearing with the HEALTH AUTHORITY within that period. The hearing process is described in the Champaign County Public Health Department Retail Food Program Enforcement Policy.

SECTION 3: INSPECTIONS

3-1: Frequency

At minimum, the HEALTH AUTHORITY shall inspect each FOOD ESTABLISHMENT within the HEALTH DEPARTMENT as determined in 77 Il Adm. Code Section 650.310. TEMPORARY FOOD ESTABLISHMENTS may or may not be inspected as determined by the HEALTH AUTHORITY.

All CATEGORIES and types of FOOD ESTABLISHMENTS shall be inspected as many times as the HEALTH AUTHORITY deems necessary to enforce the provisions of this Ordinance.

3-2: Right of Entry

The HEALTH AUTHORITY shall have the right to enter any FOOD ESTABLISHMENT or any TEMPORARY FOOD ESTABLISHMENT at any reasonable time for the purpose of conducting inspections to determine compliance with this Ordinance. The HEALTH AUTHORITY representative(s) shall properly identify themselves prior to entering the property and initiating an inspection.

3-3: Refusal of Entry

If a PERSON denies access to the HEALTH AUTHORITY, the HEALTH AUTHORITY shall inform the PERSON that:

- A. The permit holder is required to allow access to the HEALTH AUTHORITY.
- B. Access is a condition of acceptance and retention of a PERMIT to operate.
- C. If access is denied, the HEALTH AUTHORITY will take such legal action as required.

If a PERSON IN CHARGE denies the HEALTH AUTHORITY access to a permitted FOOD ESTABLISHMENT pursuant to 3-2 of this Ordinance, the HEALTH AUTHORITY may gain access in any manner provided by law. In addition, the HEALTH AUTHORITY may issue a CEASE AND DESIST ORDER or seek a temporary restraining order or other relief to cease the FOOD ESTABLISHMENT's operations until the inspection is conducted.

3-4: Examination of Records

The HEALTH AUTHORITY may examine the records of a FOOD ESTABLISHMENT to obtain pertinent information including, but not limited to, food and supplies purchased, food and food supplies received, and persons employed in such establishments.

3-5: Inspection Report

Whenever an inspection of a FOOD ESTABLISHMENT is conducted to determine compliance with this Ordinance, the findings shall be recorded on the inspection report form provided by the HEALTH AUTHORITY.

The inspection report form shall constitute a legal notice of violations relating to this Ordinance.

One (1) copy of the inspection report form shall be furnished to the operator or PERSON IN CHARGE of the FOOD ESTABLISHMENT and a copy of the inspection report will be available in the FOOD ESTABLISHMENT's file.

The inspection report is a public document.

3-6: Refusal to Sign Report

If a PERSON IN CHARGE refuses to sign an acknowledgement of receipt of an inspection report, the HEALTH AUTHORITY shall inform the person who declines to sign the acknowledgment that:

- a) Acknowledgement of receipt does not indicate agreement with the inspection findings.
- b) Refusal to sign an acknowledgement of receipt will not affect the permit holder's obligation to correct the violation(s) noted in the inspection report within the timeframes specified.
- c) A refusal to sign an acknowledgement of receipt is noted in the inspection report.

Electronic reports do not require a signature.

3-7: Correction of Violations

- A. **Inspection Report:** The completed inspection report form shall specify the time period for correction of the violations in accordance with the ENFORCEMENT POLICY.
- B. **Imminent Health Hazard:** If an IMMINENT HEALTH HAZARD exists, the FOOD ESTABLISHMENT shall immediately cease FOOD PREPARATION operations until such hazard is corrected and the HEALTH AUTHORITY grants authorization to resume operations.
- C. **Failure to Comply:** Failure to comply with any notice regarding violations which pose IMMINENT HEALTH HAZARDS or REPEAT VIOLATIONS issued in accordance with the provisions of this Ordinance and/or the ENFORCEMENT POLICY may result in the immediate suspension of the PERMIT.
- D. **Ceasing Operations:** A FOOD ESTABLISHMENT may be required under the provisions of this Ordinance to cease all or a portion of their operations. A FOOD ESTABLISHMENT shall not resume operations until such time as the HEALTH AUTHORITY grants authorization to resume operations.
- E. **Follow-up Inspection:** When necessary a follow-up inspection of a FOOD ESTABLISHMENT is needed to ensure APPROVED corrective action has occurred to resolve a violation on a previous inspection including, but not limited to, an equipment performance check, a physical change in equipment or structure, or a change in FOOD PREPARATION. Receipts indicating work completed, pictures or videos showing correction may be used as documentation of correction.

3-8: Examination and Condemnation of Food and Equipment

- A. **Sampling:** Food may be examined or sampled by the HEALTH AUTHORITY as often as it deems necessary for enforcement of this Ordinance.

B. Hold Order Justifying Conditions and Removal of Food: The HEALTH AUTHORITY may place a HOLD ORDER on a food which it determines or has probable cause to believe to:

1. Originate from an unAPPROVED source.
2. Be not WHOLESOME, adulterated, misbranded, or not honestly presented.
3. Be not labeled according to law, or, if raw molluscan shellfish, is not tagged or labeled according to law.
4. Be otherwise not in compliance with this Ordinance.

C. Hold Order for Food:

1. Food subject to the HOLD ORDER shall be identified by the common name, the label information, a container description, the quantity, the HEALTH AUTHORITY's tag or identification information, and a location.
2. Food shall be allowed to be suitably stored. If storage is not possible without risk to the public health, then the HEALTH AUTHORITY shall require the denaturing or destruction of the food.
3. It shall be unlawful for any PERSON to remove or alter a HOLD ORDER, notice or tag placed on the food or food container by the HEALTH AUTHORITY.
4. It shall be unlawful for any PERSON to sell, give or donate, use (relabel, repack, reprocess, alter), denature, dispose, destroy, or remove food from the FOOD ESTABLISHMENT without the written release of the HEALTH AUTHORITY, except on order by a court of competent jurisdiction.

D. Removing Hold Order for Food:

1. The owner or PERSON IN CHARGE disposes or destroys the food in the presence of the HEALTH AUTHORITY accompanied with written documentation using a form provided by the HEALTH AUTHORITY.
2. The owner or PERSON IN CHARGE has the right to a hearing regarding the HOLD ORDER and may request a hearing with the HEALTH AUTHORITY if a written request is submitted with seven (7) calendar days of the HOLD ORDER being issued. The hearing process is described in the Champaign County Public Health Department Retail Food Program Enforcement Policy.
3. After the owner or PERSON IN CHARGE has had a hearing and on the basis of evidence produced at such hearing, the HEALTH AUTHORITY may vacate the HOLD ORDER if the evidence is APPROVED by the HEALTH AUTHORITY.
4. In the event that a written request for a hearing is not received within seven (7) calendar days of the HOLD ORDER being issued, the HEALTH AUTHORITY may direct the owner or PERSON IN CHARGE to bring the food in compliance with the provisions of this Ordinance or order the food to be denatured or destroyed.
5. If the HEALTH AUTHORITY issues an order to denature or destroy such food shall be stayed if the HOLD ORDER is appealed to a court of competent jurisdiction within three (3) business days.

- E. Hold Order for Equipment:** The HEALTH AUTHORITY may place a HOLD ORDER on equipment which it determines or has probable cause to believe to be:
1. Constructed from unsafe materials.
 2. Found in a state of disrepair so that it is not easily cleanable, unsuitable for use, or in an unsanitary condition.
 3. Found unable to perform as intended.

The HEALTH AUTHORITY shall tag, label, or otherwise identify any equipment subject to the HOLD ORDER. The owner or PERSON IN CHARGE shall take the equipment out of use until written permission is obtained from the HEALTH AUTHORITY. It shall be unlawful for any PERSON to move or alter a HOLD ORDER notice or tag placed on equipment by the HEALTH AUTHORITY.

- F. Removing Hold Order for Equipment:** The owner or PERSON IN CHARGE has the same rights and responsibilities for equipment as for food as in 3-8 (F).

3-9: Imminent Health Hazard

A permit holder shall immediately discontinue operations and must notify the HEALTH AUTHORITY if an IMMINENT HEALTH HAZARD may exist because of an emergency including, but not limited to, fire, flood, extended interruption of electrical or water service, sewage backup, misuse of poisonous or toxic materials, onset of an apparent foodborne illness outbreak, gross unsanitary occurrence or condition, disease transmission from an employee, or other circumstances that may endanger public health.

3-10: When Disease Transmission is Suspected

When the HEALTH AUTHORITY has reasonable cause to suspect possibility of disease transmission from any FOOD ESTABLISHMENT EMPLOYEE, it shall secure a morbidity history of the suspected EMPLOYEE or make any other inspection or investigation as may be indicated, and take appropriate action. The HEALTH AUTHORITY may require any or all of the following measures:

- A. Immediate exclusion of the EMPLOYEE from any FOOD PREPARATION.
- B. Immediate closure of the FOOD ESTABLISHMENT concerned until in the opinion of the HEALTH AUTHORITY, no further danger of disease outbreak exists.
- C. Restriction of EMPLOYEE's services to some area of the FOOD ESTABLISHMENT where there will be no danger of transmitting disease.
- D. Adequate medical and laboratory examinations of the EMPLOYEE or other EMPLOYEES and of his/her or their body discharges.

3-11: Re-inspections

Any permit holder whose PERMIT has been suspended may make a written request to the HEALTH AUTHORITY to re-inspect the PREMISES for the purpose of re-instating the PERMIT. Such a request shall include a statement signed by the APPLICANT indicating that, to the best of the APPLICANT's knowledge, violations have been corrected. The HEALTH AUTHORITY shall conduct a re-inspection within a reasonable time period. A re-inspection fee pursuant to the applicable Environmental Health fee schedule as adopted by the Champaign County Board shall be assessed.

3-12: Ceasing and Resumption of Operations

Whenever a FOOD ESTABLISHMENT is required under the provisions of this Ordinance to cease operations, it shall cease and not resume operations until such time the HEALTH AUTHORITY grants authorization to resume operations. The HEALTH AUTHORITY shall offer the opportunity for follow-up inspection within a reasonable time period, upon receipt of a written request for follow-up inspection from the FOOD ESTABLISHMENT.

3-13: Variances

- A. **Modification and Waivers:** The HEALTH AUTHORITY may grant a VARIANCE by modifying or waiving the requirements of this Ordinance or FOOD CODE, if in the opinion of the HEALTH AUTHORITY, a public health hazard or nuisance will not result from the issuance of the VARIANCE. If a VARIANCE is granted, the HEALTH AUTHORITY shall retain all pertinent information in the FOOD ESTABLISHMENT's file.
- B. **Documentation of Proposed Variance and Justification:** Before a VARIANCE from a requirement of this Ordinance or Food Code is APPROVED, the PERSON requesting the VARIANCE shall supply information and apply on forms provided by the HEALTH AUTHORITY. The HEALTH AUTHORITY shall retain forms in FOOD ESTABLISHMENT's file.
- C. **Conformance with Approved Procedures:** If the HEALTH AUTHORITY grants a VARIANCE or a HAZARD ANALYSIS CRITICAL CONTROL POINT plan, the permit holder shall comply with the plan and procedures that are submitted and APPROVED as a basis for the modification or waiver and also maintain and provide to the HEALTH AUTHORITY, upon request, records that demonstrate conformance.
- D. **Variances are not transferable between owners.**

3-14: When a Hazard Analysis Critical Control Point Plan is Required

As required in the FOOD CODE or before engaging in FOOD PREPARATION that requires a HAZARD ANALYSIS CRITICAL CONTROL POINT plan, an APPLICANT or permit holder shall submit to the HEALTH AUTHORITY for APPROVAL a properly prepared HAZARD ANALYSIS CRITICAL CONTROL POINT plan.

3-15: Menu Limitation

The HEALTH AUTHORITY may determine that MENU LIMITATION at a FOOD ESTABLISHMENT is necessary for food safety. The FOOD ESTABLISHMENT will comply with any notice of MENU LIMITATION issued by the HEALTH AUTHORITY.

3-16: Additional Requirements

If necessary to protect against public health hazards or nuisances, the HEALTH AUTHORITY may impose specific requirements in addition to the requirements contained in this Ordinance. The HEALTH AUTHORITY shall document the conditions that necessitate the imposition of additional requirements and the underlying public health rationale. The documentation shall be provided to the APPLICANT or permit holder, and shall be maintained by the HEALTH DEPARTMENT in the FOOD ESTABLISHMENT's file.

SECTION 4: TEMPORARY FOOD ESTABLISHMENTS

4-1: Temporary Food Establishment General

The requirements outlined in this section apply only to TEMPORARY FOOD ESTABLISHMENTS and are in addition to the requirements stated in other sections of this Ordinance.

4-2: Temporary Food Establishment Permit

- A. **Submission of Application:** A Temporary Food Permit Application and the appropriate fee, if required, should be submitted at least fourteen (14) business days prior to the start date of the event at which food will be provided. Late fees apply if application is made less than seventy-two (72) hours prior to the day of the event.
- B. **Term:** See 2-2 (B).
- C. **Frequency:** PERMITS for TEMPORARY FOOD ESTABLISHMENTS may be issued for up to three (3) SPECIAL EVENTS. If a TEMPORARY FOOD ESTABLISHMENT needs to operate for more than three (3) SPECIAL EVENTS within any calendar year, then it would need the same type of PERMIT as other FOOD ESTABLISHMENTS (stationary or MOBILE FOOD ESTABLISHMENT).
- D. **Education:** At least one PERSON IN CHARGE of the TEMPORARY FOOD ESTABLISHMENT shall show documentation of completion of food safety training. This requirement could be achieved by a Certified Food Protection Manager certificate, a Food Handler Training document, or by completing and passing the test for the HEALTH DEPARTMENT's Temporary Food Vendor Training. The Temporary Food Vendor Training is valid for three (3) years.
- E. **Issuance:** Food operators seeking PERMITS for a TEMPORARY FOOD ESTABLISHMENT shall meet all applicable provisions of this Ordinance and the FOOD

CODE. All PRIORITY ITEM and PRIORITY FOUNDATION ITEM VIOLATIONS shall be corrected prior to issuance of the temporary food PERMIT.

- F. **Temporary Food Establishment Fees:** Unless exempt from fees as provided in Section 12.4. of the Health Ordinance of Champaign County, each food OPERATOR shall pay a PERMIT fee for each FOOD ESTABLISHMENT pursuant to the Champaign County Health Ordinance fee schedule, as amended from time to time.

4-3: Temporary Food Establishment Inspections and Corrections

- A. **Frequency:** The HEALTH AUTHORITY may provide consultation and/or on-site inspection for each TEMPORARY FOOD ESTABLISHMENT a minimum of one (1) time for each PERMIT issued and shall make as many follow-up inspections as are necessary for the enforcement of this Ordinance.
- B. **Correction of Violations:** All PRIORITY ITEM and PRIORITY FOUNDATION ITEM VIOLATIONS shall be corrected prior to issuance of the temporary food PERMIT. The TEMPORARY FOOD ESTABLISHMENT shall immediately cease FOOD PREPARATION if any PRIORITY ITEM or PRIORITY FOUNDATION ITEM VIOLATION(s) are not satisfactorily corrected at the sole discretion of the HEALTH AUTHORITY and pose an IMMINENT HEALTH HAZARD after temporary food PERMIT issuance.

SECTION 5: INSPECTION NOTICE PLACARDS

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SECTION 6: ENFORCEMENT

- A. Enforcement provisions are stated in Champaign County Public Health Department Retail Food Program Enforcement Policy as adopted by the BOARD.
- B. **Conditions Warranting Remedy:** The HEALTH AUTHORITY may seek administrative or judicial remedy to achieve compliance with the provisions of this Ordinance if a PERSON operating a FOOD ESTABLISHMENT or EMPLOYEE:
 1. Fails to obtain or have a VALID PERMIT to operate a FOOD ESTABLISHMENT.
 2. Violates any term or condition of a PERMIT.
 3. Allows a PRIORITY ITEM VIOLATION or a PRIORITY FOUNDATION ITEM VIOLATION or a REPEAT VIOLATION to remain uncorrected beyond the timeframes for correction that was APPROVED, directed, or ordered by the HEALTH AUTHORITY.
 4. Fails to comply with a HEALTH AUTHORITY order concerning an EMPLOYEE suspected of having a disease transmissible through food by infected PERSONS.
 5. Fails to comply with a HOLD ORDER.

6. Fails to comply with an order issued as a result of a hearing for an administrative remedy.
7. Fails to comply with a summary suspension order issued by the HEALTH AUTHORITY.

C. Institution of Proceedings: Proceedings to enforce this Ordinance may be instituted by the HEALTH AUTHORITY according to law by issuing a citation or summons, by filing a misdemeanor complaint affidavit and request for a warrant of arrest with the court of competent jurisdiction, or by referring the complaint to a grand jury for indictment, as appropriate. The HEALTH AUTHORITY may designate a representative to issue summons or citations or sign warrants on behalf of the HEALTH AUTHORITY.

SECTION 7: AUTHORITY

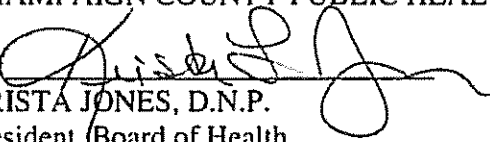
This Ordinance shall be published in pamphlet form not later than December 3, 2018.

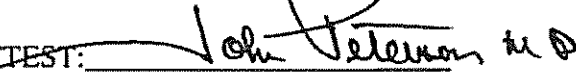
This Ordinance shall be in full force and effective on and after January 1, 2019. At that time, all ordinances and parts of ordinances in conflict with this Ordinance are repealed.

Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance will not be affected. Those sections will remain valid.

Approved this 2nd day of October, 2018, the by the Board of Health of the Champaign County Public Health Department.

CHAMPAIGN COUNTY PUBLIC HEALTH DEPARTMENT

By 
 KRISTA JONES, D.N.P.
 President, Board of Health
 Date: 10/2/2018

ATTEST: 
 John A. Peterson, M.D.
 Secretary
 Date: 10/2/2018

Champaign County Public Health Department Retail Food Program Enforcement Policy

Whereas the Champaign County Board has adopted an Ordinance known as the Retail Food Ordinance, and

Whereas the Board of Health of the Champaign County Public Health Department deems it desirable and necessary to provide a retail food safety program policy to promote fair and objective guidance for administrative enforcement and judicial procedures,

Now, therefore, be it resolved by the Board of Health of the Champaign County Public Health Department as follows:

SECTION 1: GENERAL PROVISIONS

1-01: Short Title

This Enforcement Policy shall be known as the "Retail Food Program Enforcement Policy."

1-1: Application

This policy applies to all retail Food Establishments permitted by the Champaign County Public Health Department (Health Department).

Words and phrases included in this policy are defined in Section II, in the Food Code ("Illinois Food Service Sanitation Code," 77 Ill. Adm. Code 750), and in the Health Department's Retail Food Program Ordinance (Retail Food Ordinance).

This policy is intended to provide a progressive enforcement process.

1-2: Inspections

Inspections determine the Food Establishment's compliance with the Food Code and Retail Food Ordinance. Inspections are generally unannounced to obtain a more accurate assessment of normal operating practices and conditions. Exceptions can be made for preoperational and opening inspections where an appointment is needed to ensure that all parties are available for discussion or where work is intermittent and access to a new establishment is limited; or during follow-up inspections which may require the presence of specific personnel or management from the establishment.

- Preoperational inspections are conducted during construction to ensure that the food establishment is built or remodeled in accordance with the approved plans and specifications. A preoperational inspection for a Change of Ownership is to verify that the new operation is in compliance with the Food Code and Retail Food Ordinance prior to issuing a new Permit to a new owner. In either situation, the final preoperational inspection, known as the opening inspection, is for final approval and for permit issuance.

- Routine inspections are conducted on a frequency based on risk classification Category. These compliance inspections are full reviews of the Food Establishment operations and facilities and their impact on food safety. They include assessment of food Employee and management health, practices, and knowledge of food safety; food flows, source, storage, thawing, preparation (including cooking temperatures and times) and post-preparation processes; equipment and Premises construction; cleaning and sanitizing processes; water sources; sewage disposal; and vermin control. A detailed report is prepared at the conclusion of each inspection and presented to the Person in Charge. Items found not to be in compliance are categorized as Priority Item, Priority Foundation Item, or Core Item violations. Items found to be repeated from the previous inspection are also noted and are known as Repeat Violations. The Food Code section in violation is included in the report citation section. The time period for the correction of violations shall be in accordance with Section 3: Timely Correction of Violations.

- Follow-up inspections at a Food Establishment, if needed, are conducted by the Health Authority to verify that Priority Item, Priority Foundation Item, or Core Item Violations have been satisfactorily corrected as determined by the Health Authority within Timely Correction days after the routine inspection that detected them. Follow-up inspections should be briefer than the routine inspection, since they concentrate on the previously cited, specified violations. Corrections and continued violations should be documented on a copy of the initial Food Establishment Inspection Report. Continued violations should be used to initiate further compliance and enforcement actions.

- Hazard Analysis Critical Control Point inspections are conducted in Food Establishments operating under a Variance requiring a Hazard Analysis Critical Control Point plan. These inspections are different from routine inspections as these inspections seek to verify specific plan elements which must be routinely monitored and recorded by the Food Establishment. When reviewing Hazard Analysis Critical Control Point plan records, notation in the records of process deviations that occurred and corrective actions taken by management in response to those deviations should not be cited as violations.

- Complaint inspections may be conducted as part of consumer complaints and generally are not full reviews, but concentrate on the specific issue mentioned. Consumer complaints received about a Food Establishment shall be classified as an illness investigation or as a non-illness investigation.
 - Illness investigations are led by the Health Department's Epidemiologist and/or Communicable Disease Investigator using the procedures and time schedules in the Illinois Department of Public Health's Illinois Reportable Disease guideline.
 - Non-illness investigations are led by the Health Department's Environmental Health Division. A formal complaint is where a complainant supplies his/her name, address and contact information along with the complaint specifics. Formal complaints determined by the Health Department as an Imminent Health Hazard are investigated as soon as possible and routinely less than 24 hours after receipt. Other formal complaints generally are investigated within ten (10) Health Department Business Days. An anonymous complaint may be investigated during the next routine inspection, if not sooner.

- Re-inspections are full review inspections conducted after a Permit was suspended. If satisfactory compliance is found and upon payment of any fees, the permit shall be re-instated.

SECTION 2: DEFINITIONS

In addition to the words and phrases referred to in 1-1, the following definitions shall apply in interpretation and enforcement:

CORRECTIVE ACTION PLAN: Identifies what a Food Establishment or permit holder will do to correct a remaining violation from an inspection, what will be done to prevent reoccurrence of the violation, and when the corrective action is to be completed.

CORE ITEM VIOLATION: Violations that are not designated as a Priority Item or a Priority Foundation Item. It includes those items usually related to general sanitation, operational controls, sanitation standard operating procedures, facilities or structures, equipment design, or general maintenance.

FOOD ESTABLISHMENT INSPECTION REPORT: The form found in Appendix A of the Food Code used by the Health Department in substantially the same format.

FOOD SAFETY MANAGEMENT SYSTEM: A system developed and implemented by Food Establishment Operators to ensure that food handling practices known to contribute to foodborne illness are under control. The system is comprised of knowledgeable food Employees, written operating procedures, and regular self-assessments to ensure that procedures are being followed.

OFFICE CONSULTATION: An informal, scheduled meeting between the Permit holder or designated representative, and the Health Authority at a location determined by the Health Authority.

PART 750 VIOLATIONS: Violations of Part 750 of the Illinois Food Code (Illinois Food Service Sanitation Code," 77 Ill. Adm. Code 750). These rules are specific to and are applicable in Illinois.

RISK CONTROL PLAN (RCP): A written management plan developed by the Food Establishment operator with input from the Health Authority that describes a management system for controlling specific out-of-control foodborne illness risk factors.

SECTION 3: TIMELY CORRECTION OF VIOLATIONS

3-1: Imminent Health Hazard

A permit holder or a Person in Charge shall immediately cease and discontinue food operations if an Imminent Health Hazard exists during an inspection or during an emergency. An Imminent Health Hazard includes, but is not limited to:

- Fire
- Flood
- Extended interruption of electrical or water service
- Sewage backup
- Misuse of poisonous or toxic materials
- Onset of an apparent foodborne illness outbreak
- Gross unsanitary occurrence or condition or
- Other circumstances that may endanger public health

A permit holder or a Person in Charge shall immediately notify the Health Authority if there is an Imminent Health Hazard. In the Health Authority's judgment, it may modify a Permit to cease a portion of the food operations depending upon the location and type of Imminent Health Hazard or it may suspend a Permit to cease all food operations.

Food operations due to an Imminent Health Hazard may not resume until authorization has been granted by the Health Authority.

3-2: Priority Item Violations

When a Priority Item Violation is observed during a routine inspection, the violation shall be documented on the FOOD ESTABLISHMENT INSPECTION REPORT. A compliance correction acceptable to the Health Authority shall be obtained. Acceptable compliance corrections include the following options:

- A. **Violation Corrected On-site (COS):** This occurs when immediate on-site corrective action is conducted by the Person in Charge and is verified and documented by the Health Authority during the inspection, with a brief explanation of the corrective action taken.
- B. **Violation Correction Form (VCF):** A VCF is issued only for a Priority Item Violation that cannot be corrected on-site and is not an Imminent Health Hazard. The VCF will be left with the Person in Charge with instructions to have the violation corrected properly and to return the VCF to the Health Authority within ten (10) business days.

The VCF must be adequately filled out, including documentation of the corrective action, such as a picture of the correction or any receipts that indicate that corrective action was taken.

After the VCF is received by the Health Authority, a Priority Item Violation may require a follow-up inspection within ten (10) additional business days.

- C. **Corrective Action Plan:** If a Priority Item Violation is not an Imminent Health Hazard and cannot be corrected on-site or does not qualify for a VCF, then the Health Authority may require a **CORRECTIVE ACTION PLAN** acceptable to the Health Authority.

If the Food Establishment's Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with Permit suspension. The hearing process is described in Section 6.

3-3: Priority Foundation Item Violations

When a Priority Foundation Item Violation is observed, the violation will be documented on the **FOOD ESTABLISHMENT INSPECTION REPORT**. An acceptable compliance correction must be obtained. Acceptable compliance corrections include the following options:

- A. Violation corrected on-site (COS): as stated in 3-2.
- B. Violation Correction Form (VCF): as stated in 3-2.
- C. Corrective action with an alternative timeframe: as designated in the Priority Foundation Item Correction Table, Appendix Pf.
- D. Health Authority approval: as stated in 3-2 (C).

If the Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with an informal office consultation

3-4: Core Item Violations

When a **CORE ITEM VIOLATION** is observed, the violation will be documented on the **FOOD ESTABLISHMENT INSPECTION REPORT**. The permit holder shall correct the **CORE ITEM VIOLATION** by no later than the next routine inspection date. Reassessment will occur during the next routine inspection unless there is an alternative written compliance schedule.

If an alternative timeframe is requested by the permit holder or by the Health Authority, a written compliance schedule shall be submitted by the permit holder. The alternative time schedule shall be approved by the Health Authority. The compliance schedule shall contain the specific violation(s), the methods of correction(s), and the date(s) for correction. Verification of correction may be provided by documentation or by a follow-up inspection by the Health Authority.

3-5: Part 750 Violations

When a **PART 750 VIOLATION** is observed, the violation will be documented on the **FOOD ESTABLISHMENT INSPECTION REPORT**. An acceptable compliance correction must be

obtained. Acceptable compliance corrections are included in Appendix 750.

If the Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with an informal office consultation.

3-6: Deviations from Hazard Analysis Critical Control Point Plan Elements

The timely correction of a Hazard Analysis Critical Control Point plan element that is not in compliance with the plan is categorized as a Priority Foundation Item Violation.

If a Hazard Analysis Critical Control Point plan element is found to deviate from the plan, the deviation will be documented on the Hazard Analysis Critical Control Point inspection report. An acceptable compliance correction must be obtained. Depending upon the Hazard Analysis Critical Control Point plan, the acceptable corrective action and the time schedule for timely correction shall follow the procedures for correcting Priority Item or Priority Foundation Item Violations as listed in 3-2 and 3-3.

If the Food Establishment's Person in Charge is unable or unwilling to take suitable compliance corrective action as listed above, then the Health Authority shall take enforcement actions starting with an informal office consultation.

3-7: Complaints

Consumer complaints are complaints made by members of the public. Corrective actions for consumer complaints that are Priority Item or Priority Foundation Item Violations are required to be satisfactorily corrected as in 3-2 or 3-3. Corrective actions for consumer complaints that are Core Item Violations are required to be satisfactorily corrected as in 3-4.

3-8: Failure to Return a Violation Correction Form

When a VCF is left with the Person in Charge the instruction and goal is to have the violation properly corrected and adequately documented on the VCF, with the VCF returned to the Health Authority within ten (10) business days.

If the VCF is not returned or if the Health Authority determines that the violation was not properly corrected or that the correction was not adequately documented, then the Health Authority will follow-up to gain compliance within an additional ten (10) business days.

If still not returned, properly corrected, or adequately documented, then the Person In Charge, Food Establishment operator or owner shall attend an OFFICE CONFERENCE with the Health Authority. Failure to appear or failure to properly correct the violation with adequate documentation within any timeframe extended during the informal office conference may result in further administrative actions including permit suspension or revocation.

SECTION 4: REPEAT VIOLATIONS

4-1: Timeframe for Routine Inspections and Repeat Violations

Category I Food Establishments have routine inspections two to three (2-3) times per calendar year with approximately ninety (90) calendar days between routine inspections. Category II Food Establishments have at a minimum one (1) routine inspection per calendar year, while Category III Food Establishments have at a minimum one (1) routine inspection every two (2) calendar years.

In order to have a similar timeframe for documenting Repeat Violations independent of the Food Establishment's designated Category and the corresponding frequency and timing of routine inspections, the first Repeat Violation, for Categories II and III, will trigger a follow-up inspection to determine if the Repeat Violation continues to be a Repeat Violation or if it has been corrected. The timeframe for this follow-up inspection will be approximately the timeframe between routine inspections for Category I Food Establishments. Upon the observation of a Repeat Violation, all Food Establishments will be subject to the progressive enforcement in this Section until complete compliance with the Ordinance is obtained.

4-2: Timeframe for Correction

On-site corrections (COS) address a short-term correction and may not negate the need for implementation of long-term correction actions when the violation is not an isolated occurrence, i.e. a Repeat Violation.

When a violation is observed during an inspection and it is a Repeat Violation from the last routine inspection, it will be documented and tracked by using and including the notation of "R1" for being a Repeat Violation the first time, "R2" for being repeated again, and so on.

4-3: Repeat Priority Item or Priority Foundation Item Violations

- A. **First-Time (R1) Repeat Violations:** When any Priority Item or Priority Foundation Item Violation is observed that is an R1 Repeat Violation, the violation shall be documented on the FOOD ESTABLISHMENT INSPECTION REPORT and subsequent enforcement action will focus on establishing long-term compliance and a behavior change by the Food Establishment.

In consultation with the Health Authority, the Food Establishment must conduct a process to find corrective actions designed to prevent the recurrence of the violation by addressing the root cause(s) of the R1 Repeat Violation. This process may require the Food Establishment to schedule a discussion between the Health Authority and the Food Establishment's management (owner and/or operator), as well as the Person(s) in Charge, if needed, to complete the following requirements:

1. Determine the root cause(s) of the specific violation.
2. Identify and implement targeted preventative corrective actions or control

measures.

3. Assess the effectiveness of these actions.
4. Redo the process if the corrective actions or control measures did not effectively eliminate the root cause(s) of the specific violation.

Examples of corrective actions include:

1. Changing equipment and layout, e.g., adding rapid cooling equipment or adding an additional hand sink.
2. Establishing written buyer specifications, e.g., purchasing from Approved alternative sources.
3. Developing and implementing recipe and/or process instructions, e.g. establishing demonstrated rapid cooling methods or including end temperatures for the cooking step.
4. Developing and implementing Standard Operating Procedures (SOPs) or requiring food temperature monitoring and recording.
5. Employee training or re-training on the procedures and/or manager training or re-training on taking, verifying, and recording corrective actions.

B. Second-Time (R2) Repeat Violations: When a Priority Item or Priority Foundation Item Violation is observed that is an R2 Repeat Violation, an OFFICE CONSULTATION will be conducted by the Health Authority with the permit holder and Person(s) in Charge.

The purpose of the OFFICE CONSULTATION is to clarify expectations for food protection and sanitation, as well as the consequences of failure to correct any Repeat Violations and to maintain standards. This consultation also offers an opportunity for the permit holder to demonstrate corrective actions for addressing Repeat Violations. Pursuant to the OFFICE CONSULTATION, the Health Authority may require the permit holder to do any of the following:

1. Develop and submit a compliance plan, e.g. a written CORRECTIVE ACTION PLAN, with an agreement from the Health Authority.
2. Develop and implement a RISK CONTROL PLAN (RCP) with a follow-up inspection for correction verification.
3. Issue an order to change or cease menu items or recipe processes with repeated uncontrolled Priority Item or Priority Foundation Item Violations.

C. Third-Time (R3) Repeat Violations: When a Priority Item or Priority Foundation Item Violation is observed that is an R3 Repeat Violation, an administrative enforcement action will be conducted. These actions may include:

1. Written notice of the Food Establishment's violations and subsequent failure to comply with the necessary corrective actions. The written notice will include a final compliance correction date and, if needed, a compliance hearing date.
2. Conducting a compliance hearing to determine if a Permit should be limited in menu with an order to cease preparation of a menu item; to cease a Food

Preparation process; to cease using an equipment item; or to suspend Food Preparation in a particular department or area.

3. Conducting a compliance hearing to determine if a Permit should be suspended or revoked.

D. Fourth-Time (R4) Repeat Violations: When a Priority Item or Priority Foundation Item Violation is observed that is an R4 Repeat Violation, the Health Authority will pursue administrative and/or judicial remedies against the Food Establishment and/or permit holder. These remedies may include:

1. Suspension of the Food Establishment's Permit with or without civil fines.
2. Revocation of the Food Establishment's Permit with or without civil fines.
3. An administrative hearing concerning administrative remedies to achieve compliance.
4. Petition for a Temporary Restraining Order and other relief in a court of competent jurisdiction.
5. Petitions for temporary and/or permanent injunctive relief in a court of competent jurisdiction to achieve compliance with the provisions of this Policy and/or the Health Department Ordinance.
6. Criminal proceeding as described below in Section 6-7.

4-4: Repeat Core Item Violations

When a repeat Core Item Violation is observed, the violation shall be documented on the FOOD ESTABLISHMENT INSPECTION REPORT and subsequent enforcement action will focus on establishing long-term compliance and a behavior change by the Food Establishment.

- A. **First-Time (R1) Repeat Violations:** If the Repeat Violation is an R1 Core Item Violation, the Health Authority will discuss the violation and options for corrective action with the permit holder.
- B. **Second-Time (R2) Repeat Violations:** If the Repeat violation is an R2 Core Item violation, the Health Authority will discuss the violation with the permit holder using a consultative assistance process to find options for corrective actions.
- C. **Third-Time (R3) Repeat Violations:** If the Repeat violation is an R3 Core Item violation, the Health Authority will determine whether extended and continued non-compliance may result in any of the following:
 1. The progression of the violation into a Priority Item or Priority Foundation Item Violation.
 2. The progression of gross unsanitary conditions that render operations, practices, or conditions injurious to human health or otherwise create a nuisance.

If the Health Authority determines that progression into one of these two conditions is:

a) Unlikely to occur and has not already occurred, the Core Item violation will be documented and tracked as a Repeat Violation, e.g. R4, R5, etc., and reevaluated as in 4-4 (B) during the next routine inspection. Eventually, corrective action(s) to remove the violation(s) shall be completed to the sole satisfaction of the Health Authority when:

1. The Food Establishment is inactive for more than thirty (30) calendar days and under the same ownership.
2. There is a permit holder change of ownership.
3. The Food Establishment's internal premises are remodeled.

b) Likely to occur or has already occurred, the violation(s) shall be corrected according to a compliance correction action schedule submitted by the permit holder and approved by the Health Authority. If the permit holder does not correct repeat Core Item Violations in the manner of, and by a date and time agreed to in the approved CORRECTIVE ACTION PLAN, the Health Authority will proceed with administrative enforcement actions and/or judicial remedies as described above in 4-3(C) and 4-3 (D).

4-5: Repeat Part 750 Violations

Repeat Violations of PART 750 VIOLATIONS shall follow the same procedures as in this Section depending upon the designation of a 750 violation as a Priority Item, Priority Foundation Item, or Core Item Violation as designated in appendix 750.

SECTION 5: INADEQUATE FOOD SAFETY MANAGEMENT SYSTEM

In addition to Section 3 and Section 4, when violations are documented in six (6) or more categories of foodborne illness risk factors and public health interventions as shaded on the FOOD ESTABLISHMENT INSPECTION REPORT during a routine inspection, it is substandard compliance and it is indicative of gaps in trainings, procedures, and/or verifications. The FOOD SAFETY MANAGEMENT SYSTEM needs improvement to protect the public from foodborne illness and shall require compliance corrections acceptable to the Health Authority.

The Health Authority shall review and approve any correction documentation. Follow-up inspection(s) shall be conducted to assess the effectiveness of the FOOD SAFETY MANAGEMENT SYSTEM. Acceptable effectiveness is demonstrated by having no violations in these categories.

If consecutive routine inspections continue to document violations in any six (6) or more categories of foodborne illness risk factors and public health interventions or if follow-up inspection in this Section continues to document violations in same six (6) or more categories, then the Health Authority shall proceed to Section 6.

SECTION 6: PENALTIES FOR NON-COMPLIANCE

6-1: Permit Suspension

- A. **Notice of Suspension:** Whenever a permit holder or Operator has failed to comply with any notice issued under the provisions of the Enforcement Policy, the Health Authority may serve the permit holder or Operator with a notice stating that their Permit is suspended and Operations are to cease immediately or as ordered by the Health Authority.

The summary suspension notice shall state the following:

1. That the Permit is immediately suspended and that all food Operations shall immediately cease.
 2. The nature of the violation supporting summary suspension, with reference to the specific Enforcement Policy or Ordinance provisions that are in violation.
 3. A reasonable time in which corrective action must be taken by the permit holder or Operator.
 4. Contact information for the Health Authority to whom a written request for re-inspection may be made and who may certify that reasons for the suspension are eliminated.
 5. That the permit holder may request an appeal hearing by submitting a timely request as in 6-4.
- B. **Imminent Health Hazard:** In the event that a violation constitutes an Imminent Health Hazard, the aforesaid notice may also require the immediate suspension of the entire Operation of the Food Establishment or portions thereof. Any Person to whom such notice is issued shall comply immediately therewith. The permit holder shall obtain Approval from the Health Authority prior to resuming Operations. Approval may be granted by written, electronic, or telephone notification.
- C. **Repeat Suspensions:** Two (2) suspensions during a period of twelve (12) consecutive months shall constitute grounds for permanent revocation of a Permit.
- D. **Cause:** A Permit may be suspended for cause pending its revocation or a hearing relative thereto.

6-2: Reinstatement of Suspended Permits

Any Person whose Permit has been suspended may, at any time, submit a written application for re-inspection in accordance with the procedure in 6-1 (A).

6-3: Permit Revocation

For Repeat Violations of any provisions of the Enforcement Policy or for interference with the Health Authority in the performance of its duties, the Health Authority may hold a hearing to permanently revoke a Permit. The permit holder shall be given notice of the revocation and of

the opportunity to request a hearing before the Health Authority. Prior to such action, the Health Authority shall notify the permit holder that the Permit is subject to revocation, and the Permit shall be permanently revoked at the end of ten (10) business days following service of such notice, unless the permit holder files a request for a hearing with the Health Authority within that period.

Upon revocation the Person and other related Persons or organizations are ineligible to reapply to the Health Department for a Food Establishment Permit in its jurisdiction.

6-4: Appealing Decisions by the Health Authority

- A. **Appeals:** A permit holder or Operator whose Permit has been suspended or revoked may make a written request to the Health Authority for a hearing to contest the conditions of the suspension or revocation. In such cases where a Permit has been suspended, a permit holder may additionally or alternatively make a written request to the Health Authority for re-inspection.

Any Food Establishment for which the Permit has been suspended or revoked shall remain closed during those periods when an appeal and/or a hearing is being sought or under consideration.

The permit holder may appeal the final decision of the Health Authority to the Health Department or its successor.

- B. **Timeliness:** The Health Authority shall afford a hearing within thirty (30) calendar days but no earlier than seven (7) calendar days after the service of a hearing notice to consider administrative remedies for matters as determined necessary by the Health Authority.

6-5: Hearings

All hearings shall be conducted by the Health Authority at a time and place to be designated by the same.

All hearings shall be conducted so as to provide the parties with written notice of the hearings, adequate time to prepare, the right to present evidence in support of their position, the right to cross-examine, and the right to legal counsel at their expense. Either party may record the hearing. Written notice of the hearing to a party may be waived by that party.

An Administrative hearing will be conducted by the Public Health Administrator of the Health Department, or his/her designee, and any Health Department staff that may be necessary. All hearings shall be conducted in an informal manner, with consideration to all parties. The formal rules of evidence shall not apply; however, the hearing body may exclude irrelevant or immaterial evidence. The hearing body may ask questions of any witness to clarify a point or to assist the body in reaching a decision.

Based upon the hearing, the Health Authority shall make a finding and sustain, modify, or rescind any official notice or order considered in the hearing. This hearing may result in the

closure of the Food Establishment and may be used to establish legal action(s) against the Food Establishment.

A written report of the hearing decision shall be furnished to the permit holder by the Health Authority within forty-eight (48) hours.

6-6: Service of Notices

Notices provided for under this Policy shall be deemed to have been properly served when a physical or electronic copy thereof has been delivered to the permit holder; if a corporation, to any officer thereof; or to the Person in Charge. The Health Department shall maintain a physical or electronic copy of such notices.

6-7: Penalties Other Than Suspension and Revocation of Licenses

Any Person that violates any provisions of this Policy shall be guilty of a class B misdemeanor, and upon conviction thereof, shall be punished by a term of imprisonment for not more than six (6) months, by a fine not to exceed five hundred dollars (\$500.00), or by both such term and fine. Each day upon which a violation occurs shall constitute a separate violation.

In addition to suspension, revocation, criminal conviction, or other remedy, the Health Department may seek an injunction against any permit holder or Person violating this Policy, as provided in the Illinois Food Handling Regulation Enforcement Act (410 ILCS 625/1 et seq.).

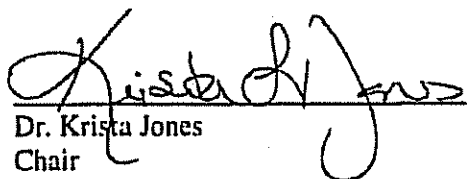
SECTION 7: AUTHORITY

This Enforcement Policy shall be published in pamphlet form not later than December 3, 2018.

This Enforcement Policy shall be in full force and effective on January 1, 2019. At that time, all enforcement policies and provisions in conflict with this Enforcement Policy are repealed.

Should any section, paragraph, sentence, clause or phrase of this Enforcement Policy be declared unconstitutional or invalid for any reason, the remainder of this Enforcement Policy will not be affected. Those sections will remain valid.

Passed and adopted this 2nd day of October, 2018, by the Board of Health of the Champaign County Public Health Department.


Dr. Krista Jones
Chair

October 2, 2018
Date

ENFORCEMENT PROVISIONS

~~PERMIT FEES—The annual fee for a Health Department permit to operate a food service establishment in the jurisdiction of the Champaign County Public Health Department is as follows:~~

~~CATEGORY 1 (PRIORITY) \$400~~

~~CATEGORY 2 (PRIORITY) \$300~~

~~CATEGORY 3 (PRIORITY) \$150~~

~~TEMPORARY EVENTS ONE (1) DAY \$50~~

~~TEMPORARY EVENTS TWO (2) TO FOURTEEN CONSECUTIVE (14) DAYS \$75~~

~~SEASONAL UP TO SIX (6) MONTHS \$125~~

~~PERMIT REINSTATEMENT FEE \$50~~

~~LATE FEE \$25~~

~~REINSPECTION FEE \$25 PER HOUR (minimum charge one (1) hour:~~

~~———— Subsequent time in increments of one quarter (1/4) hour.~~

~~———— Charges will be calculated from the beginning of actual~~

~~———— Inspection, to the completion of the computerized report.~~

~~Reinspections shall be conducted when a food service establishment's adjusted score is thirty five percent (35%) or when Critical, Major, or Repeat Violations have not been remedied.~~

~~Reinspections will NOT include the following:~~

~~1) Routine operational inspections,~~

~~2) inspections requested by the facility management,~~

~~3) educational visits,~~

~~4) operational equipment checks (e.g., temperatures, food storage temperatures)~~

~~5) equipment consultations (e.g., placement, type, approval)~~

~~6) construction surveys,~~

~~7) disaster inspections (e.g., fire, flood, power outage),~~

~~8) foodborne illness investigations, or~~

~~9) complaint based investigations.~~

~~INSPECTION OF FOOD SERVICE ESTABLISHMENTS OR RETAIL FOOD STORES~~
Category 1 (Priority) food service establishment(s) or retail food store(s) located in Champaign County shall be inspected at least three times per year. One of the inspections of a Category 1 (Priority) food service may be substituted by an approved educational contact. Category 2 (Priority) food service establishments, or retail food stores located in Champaign County shall be inspected at least one time per year. Category 3 (Priority) food service establishments, or retail food stores located in Champaign County shall be inspected at least once every two years. Food service establishments or retail food stores located in Champaign County may request a non-recorded inspection. This inspection would not be the basis for any proceedings. Category (Priority) ratings for all food service facilities will be re-evaluated each year. Each facility will be informed of any changes in its rating.

~~(1) All violations of 1 or 2 point weighted items shall be corrected as soon as possible, but in any event, by the time of the next routine inspection.~~

~~(2)* CRITICAL VIOLATIONS #S 1,3,4,7,11,12,20,27, and 28 shall be corrected prior to the end of the inspection. The violation will be noted on the inspection report as "corrected during inspection" or "edi." Critical violations are to be given a further debit weight of five percent (5%). Debits will be maintained. *See #5, ADJUSTED SCORES.~~

~~(3)* MAJOR VIOLATIONS #s 30,31,35, 41 and 45 may be corrected prior to the end of the inspection, and if corrected will be noted on the inspection report as "corrected during inspection" or "edi." Major violations are to be given a further debit weight of five percent (5%). Debits will be maintained. If the violation cannot be remedied in this manner, a "Major Violation Correction Form" (MVCF) will be left with the manager/operator at the time of the inspection. A written method of correction for each of the "Major Violations" shall be made on this form by the manager/operator and returned to the Health Authority within ten (10) days. *SEE #5, ADJUSTED SCORES.~~

~~The MVCF shall be reviewed and initialed by the inspector that conducted the inspection. A log to record and follow the MVCF will be maintained. The log will contain a) the permit number of the food service or the retail food store, b) the date the MVCF was left, c) the name of the facility, and d) the date the MVCF was returned. If the MVCF is found to be satisfactorily completed, it will be filed in the facility folder. If the MVCF is not complete or is improper, the facility will be contacted within twenty-four (24) hours to ensure compliance.~~

~~If the MVCF is not returned to the Health Authority in the ten (10) working days allocated, a letter, with another MVCF, will be sent to the facility. The letter will allow forty-eight (48) hours to return the second MVCF. Failure to return the MVCF the second time will result in an informal hearing regarding the suspension of the facility's permit to operate.~~

~~(4)* REPEAT VIOLATIONS Repeat violations are to be given a further debit weight of two percent (2%). If documentation indicates that the item has not been corrected properly~~

~~in a period of two (2) years, the violations will be reclassified as a MAJOR VIOLATION.~~

~~SEE #5, ADJUSTED SCORES.~~

~~(5) ADJUSTED SCORES All facility ratings shall be determined by using the Score minus the debits created by CRITICAL, MAJOR, and REPEAT violations. This score will be referred to as the ADJUSTED SCORE. The adjusted score shall be determined by using the following method:~~

~~a) Multiply the total number of CRITICAL and MAJOR Violations times five (5); (SEE #2 & #3)~~

~~b) Multiply the total number of REPEAT Violations times two (2); (SEE #4)~~

~~c) subtract a+b from the Score (e.g.: Score-(a+b)=ADJUSTED SCORE)~~

~~(6) In the case of temporary food service establishments or temporary retail food stores, violations must be corrected within a specified period of time not to exceed twenty-four (24) hours. Failure to comply with such notice shall result in immediate suspension of the permit.~~

~~(7) Failure to comply with any notice regarding any violation or repeat violations issued in accordance with the provisions of this ordinance may result in the immediate suspension of the permit.~~

~~(8) State that an opportunity for appeal from any notice or inspection findings will be provided if a written request for a hearing is filed with the health authority within the period of time established in the notice for correction.~~

~~(9) VOLUNTARY CLOSURE A facility having an adjusted score of zero to 35 percent (0% - 35%) shall be counseled by the inspecting officer to voluntarily cease food service operations until such a time that the facility is in general compliance with the applicable Rules and Regulations.~~

~~(10) IMMEDIATE CLOSURE Facilities that have an adjusted score of less than zero percent (0%) shall be classified as an imminent danger to the public's health and their permit to operate shall be suspended immediately. A hearing shall be scheduled as per Champaign County Health Ordinances.~~

~~FOOD SERVICE ESTABLISHMENTS OR RETAIL FOOD STORES OUTSIDE JURISDICTION OF THE HEALTH AUTHORITY Food from food service establishments or retail food stores outside the jurisdiction of the health authority may be sold within Champaign County if such food service establishments or retail food stores conform to the provisions of this ordinance or to substantially equivalent provisions. To determine the extent of compliance with such provisions, the health authority may accept reports from responsible authorities in other jurisdictions where such food service establishments or retail food stores are located.~~

~~(1) PLAN REVIEW FEES — Plan review fees will be charged as follows:~~

~~(a) NEW CONSTRUCTION OR CONVERSION OF EXISTING STRUCTURES:~~

~~100 TO 1,000 SQUARE FEET — \$200
OVER 1,000 TO 10,000 SQUARE FEET — \$300
OVER 10,000 TO 50,000 SQUARE FEET — \$400
OVER 50,000 SQUARE FEET AND UP — \$500~~

~~(b) EXTENSIVE REMODEL OR CHANGE OF OWNER:~~

~~75% OR GREATER OF (a)

100 TO 1,000 SQUARE FEET — \$150
OVER 1,000 TO 10,000 SQUARE FEET — \$225
OVER 10,000 TO 50,000 SQUARE FEET — \$300
OVER 50,000 SQUARE FEET AND UP — \$375~~

~~(c) MINOR REMODEL:~~

~~LESS THAN 75% OF (a)

100 TO 1,000 SQUARE FEET — \$100
OVER 1,000 TO 10,000 SQUARE FEET — \$150
OVER 10,000 TO 50,000 SQUARE FEET — \$200
OVER 50,000 SQUARE FEET AND UP — \$250~~

~~* FROM PAGE 2 — MAJOR AND CRITICAL VIOLATIONS ARE ITEMS THAT REQUIRE IMMEDIATE ATTENTION DUE TO THEIR POTENTIAL FOR CREATING FOOD RELATED ILLNESS OR HAZARD.~~

~~ENFORCEMENT PROVISIONS APPROVED, OCTOBER 1998 BOARD OF HEALTH MEETING.~~



CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT
 201 W. Kenyon Rd
 Champaign, Illinois 61820-7807
 217-373-7900 www.c-uphd.org
 ESTABLISHMENT SURVEY REPORT

Permit Number 1044
 Date 10/02/18

ESTABLISHMENT Champaign Co Nursing Home ADDRESS 500 Art Bartell RD

OWNER OR OPERATOR Gina Miller CITY URBANA ZIP 61801

BASED ON AN INSPECTION THIS DAY, THE ITEMS MARKED BELOW IDENTIFY VIOLATIONS OF THE CHAMPAIGN-URBANA FOOD SERVICE ORDINANCE, THE SANITARY INSPECTION LAW AND RULES PROMULGATED UNDER THESE ACTS. FAILURE TO CORRECT THESE VIOLATIONS WITHIN THE TIME SPECIFIED MAY RESULT IN PROSECUTION UNDER THE ENFORCEMENT PROVISIONS OF THESE ACTS.

ALL 1 AND 2 POINT ITEMS MUST BE CORRECTED IMMEDIATELY. ALL OTHER VIOLATIONS MUST BE CORRECTED WITHIN _____ NI _____ DAYS
 *****VIOLATION CORRECTION SHEET LEFT YES NO IF YES RETURN WITHIN 10 DAYS OF THE ABOVE DATE*****

ITEM	WT	IN	DESCRIPTION	ITEM	WT	IN	DESCRIPTION	ITEM	WT	IN	DESCRIPTION				
Food															
1	5	IN	Source Sound Condition No spoilage	20	4	IN	Sanitation rinse clean, temperature, concentration	35	4	IN	Insect, Rodent, Animal Control				
2	1	IN	Original container, properly labeled	21	1	OUT	Wiping cloths clean, use restricted				Presence of insects rodents enter openings practical, no birds, turtles or other animals				
Food Protection															
3	5	OUT	Potentially hazardous food meets temperature requirements during storage, preparation, display, service and transport	22	2	OUT	Food contact surface of equipment and utensils clean, free of abrasives and detergents				Floors, Walls, & Ceilings				
4	4	IN	Facilities to maintain product temperature	23	1	OUT	Non-food contact surfaces of equipment and utensils clean	36	1	OUT	Floors constructed, drained, clean good repair, covering, installation dustless cleaning methods				
5	1	IN	Thermometers provided and conspicuous	24	1	OUT	Storage, handling of clean equipment-utensils	37	1	OUT	Walls ceiling, attached equipment constructed, good repair, clean surfaces, dustless cleaning methods				
6	2	IN	Potentially hazardous food properly thawed	25	1	IN	Single-service articles, storage, dispensing	Lighting							
7	4	IN	Unwrapped and potentially hazardous food not re-served. Cross-Contamination	26	2	IN	No re-use of single-service articles	38	1	OUT	Lighting provided as required, fixtures shielded				
8	2	IN	Food protection during storage, preparation, display, service, and transportation	Water				Ventilation							
9	2	IN	Handling food (ice) minimized, methods	27	5	IN	Water source, safe hot and cold under pressure	39	1	IN	Rooms and equipment - vented				
10	1	IN	Food (ice) dispensing utensils properly stored	Sewage				Dressing Rooms							
11	5	IN	Personnel with infections restricted	28	4	IN	Sewage & waste water disposal	40	1	IN	Rooms clean lockers provided, facilities clean				
12	5	OUT	Hands washed and clean, good hygienic practices	Plumbing				Other Operations							
13	1	IN	Clean clothes, hair restraints	29	1	OUT	Installed, maintained	41	5	IN	Toxic items properly stored labeled and used				
Food Equipment/Utensils															
14	2	IN	Food (ice) contact surfaces designed, constructed, maintained, installed, located	30	5	IN	Cross-connection back-siphonage, backflow	42	1	OUT	Premises maintained, free of litter unnecessary articles cleaning maintenance equipment properly stored, authorized personnel				
15	1	OUT	Non-food contact surfaces designed, constructed, maintained, installed, located	Toilet & Handwashing Facilities				43	1	IN	Complete separation from living sleeping quarter, laundry				
16	2	IN	Dishwashing facilities designed, constructed, maintained, installed, located	31	4	OUT	Number, convenient, accessible, designed, installed	44	1	IN	Clean, soiled linen properly stored				
17	1	IN	Accurate thermometers, chemical test kits provided, gauge rock	32	2	OUT	Toilet rooms enclosed, self-closing doors, fixtures, good repair, clean hand cleanser, sanitary towels/hand drying devices provided, proper waste receptacles, tissues	45	0	IN	Certified personnel as required				
18	1	OUT	Pre-flushed, scraped, soaked	Garbage & Refuse Disposal				Administrative							
19	2	IN	Wash, rinse water, clean, proper temperature	33	2	IN	Containers/receptacles covered, adequate number, insect, rodent proof, frequency, clean	46	0	IN	Administrative Rules				
34	1	IN	Outside storage area, enclosures properly constructed, clean, controlled incineration												

SCORE 71 CRITICAL N 5% = 15 (0) RFPFATS N 2% = 18 (0) ADI SCORE 39 (0)

IN - In Compliance OUT - Out of Compliance NA - Not Applicable NO - Not Observed

Item	Status	Rule #	Rule	Observed
1	COS R	759 (2)(a) (b)-(c)	The temperature of potentially hazardous foods shall be 41 F or below, or 135 F or above, at all times, except as otherwise provided in this Part	There was a pan of cooked sausage patties on top of the oven, with a temperature of 74 degrees F. COS: The employee stated that the items were meant to be discarded, and 10 minutes later did discard the food. (First Repeat - R1)

- 12 * COS 750 511c Employees may consume food only in designated dining areas. An employee dining area shall not be so designated if consuming food there may result in contamination of other food, equipment, utensils, or other items needing protection. An open can of Pepsi, partly consumed, was found on the shelf immediately above food preparation. COS: The employee discarded the can. Proper dining areas were discussed.
- 31 * COS R 750 1120b Lavatories shall be accessible to employees at all times. Kilchenette 1-3 had one of the hand sinks blocked with small plates and paper napkins in the basin. Kilchenette 4-5 had one of the hand sinks in poor repair, not draining, with standing water 4 inches deep and a heavy pink soiling in the water and around the rim. COS: The hand sinks were made available, cleaned, and made to work. By the time the inspector left, both hand sinks were operational.

Non-critical Violations

Item	Status	Rule #	Rule	Observed
13		750 690	Surfaces of equipment not intended for contact with food, but which are exposed to splash or food debris or which otherwise require frequent cleaning, shall be designed and fabricated so as to be smooth, washable, free of unnecessary ledges, projections, or crevices, and readily accessible for cleaning, and shall be of such material and in such repair as to be easily maintained in a clean and sanitary condition.	There was rust on the racks in the left walk-in cooler. There were milk crates being used as storage racks in the dry storage room, in the walk-in coolers and in the walk-in freezer (not approved). There was heavy ice build-up on the door, door gasket, and lower wall of the walk-in freezer (as accessed from the middle walk-in cooler). There was rust on the can racks in the dry storage room. The ice machines in the kilchenettes (kilchenette 1-3 and kitchenette 4-5) had rusted drain pan racks. The garbage can in kitchenette 4-5 had a melted lid, with holes.
18		750 810f	Equipment and utensils shall be flushed or scraped and, when necessary, soaked to remove gross food particles and soil prior to their being cleaned in a dishwashing machine unless a pre-wash cycle is a part of the dishwashing machine operation.	There was label residue on food containers that had been cleaned and stacked.
21		750 810c	Moist cloths or sponges used for cleaning non-food-contact surfaces of equipment such as counters, dining table tops and shelves shall be cleaned and rinsed as specified in Section 750 810(b) and used for no other purpose. These cloths and sponges shall be stored in the sanitizing solution between uses.	A soiled, wet wiping cloth was draped over the handles of the dish area hand sink.
23	R	750 800c	Where equipment and utensils are used for the preparation of potentially hazardous foods on a continuous or production-line basis, utensils and the food-contact surfaces of equipment shall be washed, rinsed and sanitized at intervals throughout the day on a schedule subject to the approval of the regulatory authority. This schedule shall be based on food temperature, type of food, and amount of food particle accumulation.	Stainless steel pans had been washed and stacked among clean items, but were found to be soiled with dried food residue (Second Repeat - R2). The wrapper on the butter in the "Traulsen" refrigerator in kitchenette 1-3 was heavily soiled.
23	R	750 800c	Non-food-contact surfaces of equipment shall be cleaned as often as is necessary to keep the equipment free of accumulation of dust, dirt, food particles, and other debris.	The top of the dish machine was soiled (First Repeat - R1). The interior floor of the "Traulsen" refrigerator in kitchenette 1-3 was soiled. The stainless steel pans holding butter in the "Traulsen" refrigerator in kitchenette 1-3 were heavily soiled. Racks were moldy in the left walk-in cooler and in the center walk-in cooler.
24		750 840	All equipment, tableware and utensils shall be air-dried.	Stainless steel pans had been stored / stacked wet after cleaning, not air-dried.
29		750 1069	All plumbing shall be sized, installed, and maintained in accordance with applicable provisions of the Illinois State Plumbing Code. Local ordinances may be followed when standards are equal to or exceed those contained in the aforementioned Code.	Kitchenette 4-5 had an open drain / waste pipe into the wall, as if a fixture or sink had been removed.
32	COS R	750 1120e (soap)	A supply of hand-cleaning soap or detergent shall be available at each lavatory.	There was no soap available at the hand sink nearest the main door (to the right of the office when facing the office). COS: Soap was provided. (First Repeat - R1)
32	COS	750 1120e (drying)	A supply of sanitary towels or a hand-drying device providing heated air shall be conveniently located near each lavatory.	There were no paper towels available at the hand sink nearest the main door (to the right of the

			office when facing the office). COS: Paper towels were was provided.	
36	750 1200a	Floors and floor coverings of all food preparation, food storage, and utensil-washing areas, and the floors of all walk-in refrigerating units, dressing rooms, locker rooms, toilet rooms and vestibules shall be constructed of smooth durable material sealed concrete, terrazzo, ceramic tile, durable grades of linoleum or plastic, or tight wood impregnated with plastic, and shall be maintained in good repair. Nothing in this section shall prohibit the use of anti-slip floor covering in areas where necessary for safety reasons.	Floor tiles were cracked, in poor repair, in the cart wash room. The floor tiles were cracked, in poor repair, in front of the door to the middle walk-in cooler. Both kitchenette 1-3 and kitchenette 4-5 had the floors in poor repair under the "Traulsen" brand refrigeration units, no longer smooth or easily cleanable. The small round plugs were missing from the floors of the walk-in cooler and walk-in freezer, leaving round holes.	
36	R	750 1200a	Floors and floor coverings of all food preparation, food storage, and utensil-washing areas, and the floors of all walk-in refrigerating units, dressing rooms, locker rooms, toilet rooms and vestibules shall be constructed of smooth durable material sealed concrete, terrazzo, ceramic tile, durable grades of linoleum or plastic, or tight wood impregnated with plastic, and shall be maintained in good repair. Nothing in this section shall prohibit the use of anti-slip floor covering in areas where necessary for safety reasons.	The dish area floor was in poor repair, with missing grout and pooling water (Third Repeat - R3).
36	R	750 1200f	In all new or extensively remodeled establishments utilizing concrete, terrazzo, ceramic tile or similar flooring materials, and where water-flush cleaning methods are used, the junctures between walls and floors shall be coved and sealed. In all other cases, the juncture between walls and floors shall not present an open seam of more than 1/32 inch.	The coved base tile was missing under the dish area hand sink (Second Repeat - R2). The coved base between the left and middle walk-in coolers was detached from the wall, with a gap.
36	R	750 1220a	Floors, mats, duckboard, walls, ceilings, and attached equipment and decorative material shall be kept clean.	Floors were soiled under the racks in the dry storage room (Fourth Repeat - R4). Floors were soiled under equipment in the kitchen, particularly along the walls. The floor had standing water in the mop closet / room. The floor was soiled in both kitchenette 1-3 and kitchenette 4-5 under the refrigeration units. The floor was soiled in kitchenette 1-3 under the stainless steel counter unit. The floor was soiled in the right walk-in cooler.
37		750 1220a	Floors, mats, duckboard, walls, ceilings, and attached equipment and decorative material shall be kept clean.	The ceiling in the dish area (to the left of the dish machine) was either soiled or moldy, with black spots. The ceiling and vent in front of the door to the dry storage room were soiled.
37		750 1210a	Walls and ceilings, including doors, windows, and similar enclosures shall be maintained in good repair.	The FRP walls in the cart wash room were in poor repair, with cracks / holes. The ceiling in the dish area had peeling paint. The small round plugs were missing from the walls of the walk-in cooler and walk-in freezer, leaving round holes. There was a gap around a pipe in the lower wall of kitchenette 4-5.
37	R	750 1210c	Light fixtures, vent covers, wall-mounted fans, decorative materials and similar equipment attached to walls and ceilings shall be easily cleanable and shall be maintained in good repair.	The caulk was stained or moldy above the drain board on the soiled side of the dish machine (Third Repeat - R3).
38		750 1230b	Permanently fixed artificial light sources shall be installed to provide, at a distance of thirty inches from the floor, at least 20 foot-candles of light in utensil and equipment storage areas and in lavatory and toilet areas.	The light fixture in the dry storage room (nearest the door) was missing the light bulbs.
42		750 1330	Maintenance and cleaning tools such as brooms, mops, vacuum cleaners and similar equipment shall be maintained and stored in a way that does not contaminate food, utensils, equipment, or linens and shall be stored in an orderly manner for the cleaning of that storage location.	There were several metal screws, a metal washer, and a hose sprayer stored on top of the dish machine.
Inspector Comments			At the time of the inspection there were no Certified Food Protection Managers ("Food Managers") present. Please ensure you have enough trained staff to provide coverage HACCP Concept Discussed: Cold Holding. Please call with any questions at 217-531-2937.	

INSPECTION CONDUCTED BY Raymond Mucha



CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT
201 W. Maynon Rd
Champaign, Illinois 61820-7807
217-373-7900 www.c-uphd.org
Food Establishment Inspection Report

Establishment Name Champaign Co. Nursing Home	Permit # 1700	Owner/Manager Champaign County	Date 10/04/2016
Street Address 500 Art Bartell Rd		Purpose of Inspection Routine	Time In 08 00 AM
City/State Urbana, IL	ZIP Code 61801	No. of Risk Factor/Intervention Violations: #	Risk Category 3
		No. of Repeat Risk Factor/Intervention Violations: 4	Inspection Result Green

FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (O= OUT N=O N/A) for each numbered item.
N/A=not applicable
N=not in compliance O=not in compliance N=O=not observed N/A=not applicable
Mark "X" in appropriate box for COS and/or R
COS=corrected on site during inspection R=repeat violation

Risk factors are important practices or procedural identified as the most prevalent contributing factors of foodborne illness or injury. Public health interventions are control measures to prevent foodborne illness or injury.

Compliance Status	COS	R	Compliance Status	COS	R
SUPERVISION			PROTECTION FROM CONTAMINATION		
1 (O) OUT			15 (O) OUT N/A N=O		
2 (O) OUT N/A			16 (O) OUT N/A	X	X
EMPLOYEE HEALTH			TIME/TEMPERATURE CONTROL FOR SAFETY		
3 (O) OUT			17 (O) OUT		
4 (O) OUT			18 (O) OUT N/A N=O		
5 (O) OUT			19 (O) OUT N/A N=O		
GOOD HYGIENIC PRACTICES			CONSUMER ADVISORY		
6 (O) OUT N=O		X	20 (O) OUT N/A N=O		
7 (O) OUT N=O			21 (O) OUT N/A N=O	X	X
PREVENTING CONTAMINATION BY HANDS			HIGHLY SUSCEPTIBLE POPULATIONS		
8 (O) OUT N=O			22 (O) OUT N/A N=O		
9 (O) OUT N/A N=O			23 (O) OUT N/A N=O		
10 (O) OUT		X X	24 (O) OUT N/A N=O		
APPROVED SOURCE			FOOD/COLOR ADDITIVES AND TOXIC SUBSTANCES		
11 (O) OUT			25 (O) OUT N/A		
12 (O) OUT N/A N=O			26 (O) OUT N/A		
13 (O) OUT			27 (O) OUT N/A		
14 (O) OUT N/A N=O			28 (O) OUT N/A		
GOOD RETAIL PRACTICES			CONFORMANCE WITH APPROVED PROCEDURES		
Good Retail Practices are preventative measures to control the addition of pathogens, chemicals, and physical objects into foods in the sections below red circle=not in compliance Mark "X" in appropriate box for COS and/or R COS=corrected on site during inspection R=repeat violation					
SAFE FOOD AND WATER			PROPER USE OF UTENSILS		
10 OUT			43 OUT		
11 OUT			44 (O) OUT		
12 OUT			45 OUT		
FOOD TEMPERATURE CONTROL			UTENSILS, EQUIPMENT, AND VENDING		
13 OUT			46 OUT		
14 OUT			47 (O) OUT		
15 OUT			48 OUT		
16 OUT			49 (O) OUT		X
FOOD IDENTIFICATION			PHYSICAL FACILITIES		
17 OUT			50 OUT		
PREVENTION OF FOOD CONTAMINATION			51 (O) OUT		X
18 OUT			52 OUT		
19 OUT			53 OUT		
20 OUT			54 OUT		
21 OUT			55 (O) OUT		
22 OUT			56 (O) OUT		
EMPLOYEE TRAINING			EMPLOYEE TRAINING		
23 OUT			57 OUT		
24 OUT			58 OUT		

Food Establishment Inspection Report

Establishment Name: Champaign Co. Nursing Home

Permit #: 3700

Water Supply: Public Private Waste Water System: Public Private

Sanitiser Type: Blank PPM Blank Heat Blank

CFPM AND HACCP						
CFPM Verification (name, expiration date, ID#):						
Donna Good Exp. Date 02/02/2022 ID# 22222227		Exp. Date ID#		Exp. Date ID#		Exp. Date ID#
HACCP Topic: Cold Holding						
TEMPERATURE OBSERVATIONS						
Item/Location	Temp	Item/Location	Temp	Item/Location	Temp	
Sausage Patties/Pan on top of the oven	74.00°F	Cheese/Kitchenette 1-3	37.00°F	Cheese/Kitchenette 4-5	38.00°F	
Ham/Walk-in cooler	38.00°F	Bowl/Walk-in freezer	-2.00°F	Soup Warmer	155.00°F	
OBSERVATIONS AND CORRECTIVE ACTIONS						
Item No.	P	PI	C	R	Violations cited in this report must be corrected within the timeframes below NRI=Next Routine Inspection	Correction Date
21	X				3-501.16(A)(1) TCS-Hot Holding 135°F or above except roasts 130°F or above There was a pan of cooked sausage patties on top of the oven with a temperature of 74 degrees F. COS The employee stated that the items were meant to be discarded and 10 minutes later did discard the food. (First Repeat - R1)	COS
10		X			5-301.11 HANDWASHING SINK Provided with Hand Soap There was no soap available at the hand sink nearest the main door (to the right of the office when facing the office). COS Soap was provided. (First Repeat - R1)	COS
10		X			5-301.12 (A-D) Hand Drying There were no paper towels available at the hand sink nearest the main door (to the right of the office when facing the office). COS Paper towels were provided.	COS
10		X			5-205.11(A) HANDWASHING SINK Accessible Kitchenette 1-3 had one of the hand sinks blocked with small plates and paper napkins in the basin. (First Repeat - R1) Kitchenette 4-5 had one of the hand sinks in poor repair not draining with standing water 4 inches deep and a heavy pink soiling in the water and around the rim. COS The hand sinks were made available, cleaned, and made to work. By the time the inspector left, both hand sinks were operational.	COS
16		X			4-601.11(A) EQUIPMENT FOOD-CONTACT SURFACES and UTENSILS-Clean To Sight & Touch Stainless steel pans had been washed and stacked among clean items, but were found to be soiled with dried food residue. (Second Repeat - R2) COS The pans were sent to the dish area to be washed, rinsed, sanitized, and air-dried.	COS
16		X			4-601.11(A) EQUIPMENT FOOD-CONTACT SURFACES and UTENSILS-Clean To Sight & Touch The wrapper on the butter in the "Trolausen" refrigerator in kitchenette 1-3 was heavily soiled. There was label residue on food containers that had been cleaned and stacked. COS The butter was discarded by the employee. The containers were sent to the dish area to be washed, rinsed, sanitized, and air-dried.	COS
2			X		2-102.12 (A) PIC shall be a Certified Food Protection Manager (CFPM). At the time of the inspection there were no Certified Food Protection Managers ("Food Managers") present. Please ensure you have enough trained staff to provide coverage.	NRI
6			X		2-401.11 (A) Eating, Drinking or Using Tobacco An open can of Pepsi, partly consumed, was found on the shelf immediately above food preparation. COS The employee discarded the can. Proper dining areas were discussed.	COS
43			X		4-803.11 Soiled LINEN Storage A soiled wet wiping cloth was draped over the handles of the dish area hand sink.	NRI
44			X		4-901.11 (A) EQUIPMENT and UTENSILS Air-Drying Required Stainless steel pans had been stored / stacked wet after cleaning, not air-dried. COS The pans were sent to the dish area to be washed, rinsed, sanitized, and air-dried.	COS
47			X		4-101.19 Non FOOD CONTACT SURFACES of EQUIPMENT Material Construction and Repair There was rust on the racks in the left walk-in cooler. There were metal crates being used as storage racks in the dry storage room, in the walk-in coolers and in the walk-in freezer (not approved). There was heavy ice build-up on the door, door gasket, and lower wall of the walk-in freezer (as accessed from the middle walk-in cooler). There was rust on the can racks in the dry storage room. The rice machines in the kitchenettes (kitchenette 1-3 and kitchenette 4-5) had rusted drain pan racks. The garbage can in kitchenette 4-5 had a melted lid with holes.	NRI
49			X	X	4-601.11(C) Non FOOD CONTACT SURFACES-EQUIPMENT Clean The top of the dish machine was soiled. (First Repeat - R1)	NRI
Person in Charge (Signature) Chessa FHC					Date: 10/04/2018	
Environmental Health Specialist (Signature) Paula Lees					Follow-up: Yes No Follow-up Date	

Food Establishment Inspection Report

Establishment Name: Champaign Co. Nursing Home

Permit #: 3700

OBSERVATIONS AND CORRECTIVE ACTIONS						
Item No.	P	PI	C	R	Violations cited in this report must be corrected within the timeframes below. NRI=Next Routine Inspection	Correction Date
49			X		6-501 11(C) Non-FOOD-CONTACT SURFACES/EQUIPMENT Clean The interior floor of the "Traulsen" refrigerator in kitchenette 1-3 was soiled. The stainless steel pans holding butter in the "Traulsen" refrigerator in kitchenette 1-3 were heavily soiled. Racks were moldy in the left walk-in cooler and in the center walk-in cooler.	NRI
51			X	X	5-225 15 (B) PLUMBING SYSTEM: Maroon in Good Repair Kitchenette 4-5 had an open drain / waste pipe into the wall, as if a fixture or sink had been removed.	NRI
55			X		6-201 11 Floors: Floor Coverings: Walls: Wall Coverings and Ceilings-Designed, Constructed, Installed Floor tiles were cracked, in poor repair in the cart wash room. The floor tiles were cracked, in poor repair in front of the door to the middle walk-in cooler. Both kitchenette 1-3 and kitchenette 4-5 had the floors in poor repair under the "Traulsen" brand refrigeration units, no longer smooth or easily cleanable. The small round plugs were missing from the floors of the walk-in cooler and walk-in freezer, leaving round holes.	NRI
55			X	X	6-201 11 Floors: Floor Coverings: Walls: Wall Coverings and Ceilings-Designed, Constructed, Installed The dish area floor was in poor repair with missing grout and pooling water (Third Repeat - R3)	NRI
55			X	X	6-201 13 (A) Floor-Wall Junctions: Coved & Closed for Non-water Flushing Cleaning The coved base tile was missing under the dish area hand sink (Second Repeat - R2)	NRI
55			X		6-201 13 (A) Floor-Wall Junctions: Coved & Closed for Non-water Flushing Cleaning The coved base between the left and middle walk-in coolers was detached from the wall with a gap.	NRI
55			X	X	5-501 12 (A) (B) PHYSICAL FACILITIES: Cleaning Frequency: As Often as Necessary to Keep Clean Floors were soiled under the racks in the dry storage room (Fourth Repeat - R4)	NRI
55			X		5-501 12 (A) (B) PHYSICAL FACILITIES: Cleaning Frequency: As Often as Necessary to Keep Clean Floors were soiled under equipment in the kitchen, particularly along the walls. The floor had standing water in the mop closet / room. The floor was soiled in both kitchenette 1-3 and kitchenette 4-5 under the refrigeration units. The floor was soiled in kitchenette 1-3 under the stainless steel counter unit. The floor was soiled in the right walk-in cooler.	NRI
55			X		5-501 12 (B) PHYSICAL FACILITIES: Cleaning Frequency: As Often as Necessary to Keep Clean The ceiling in the dish area (to the left of the dish machine) was either soiled or moldy with black spots. The ceiling and vent in front of the door to the dry storage room were soiled.	NRI
55			X		6-201 16 Wall/Ceiling Coverings/Coatings: Materials and Attachment The FRP walls in the cart wash room were in poor repair with cracks / holes. The ceiling in the dish area had peeling paint. The small round plugs were missing from the walls of the walk-in cooler and walk-in freezer, leaving round holes. There was a gap around a pipe in the lower wall of kitchenette 4-5.	NRI
55			X	X	5-501 11 PHYSICAL FACILITIES: In Poor Repair The caulk was stained or moldy above the drain board on the soiled side of the dish machine (Third Repeat - R3)	NRI
55			X		5-501 113 Storing Maintenance Tools There were several metal screws, a metal washer, and a hose sprayer stored on top of the dish machine.	NRI
55			X		6-303 11 Light Intensity The light fixture in the dry storage room (nearest the door) was missing the light bulbs.	NRI
Inspection Comments					FOR INFORMATIONAL PURPOSES ONLY - NOT AN OFFICIAL REPORT At the time of the inspection there were no Certified Food Protection Managers / Food Managers present. Please ensure you have enough trained staff to provide coverage. HACCP Concept Discussed: Cold Holding Please call with any questions at 217-531-2937 FOR INFORMATIONAL PURPOSES ONLY - NOT AN OFFICIAL REPORT	
Person in Charge (Signature) Christy FHC					Date: 10/3/2018	
Environmental Health Specialist (Signature) Paula Liles					Follow-up: Yes No Follow-up Data	

RESOLUTION NO. 2018-381

RESOLUTION APPOINTING SAMI ANDERSON TO THE
DEPUTY SHERIFF MERIT COMMISSION

WHEREAS, Dan Walsh, Sheriff of Champaign County has submitted to the County Board his appointment of Sami Anderson to the Deputy Sheriff Merit Commission; and

WHEREAS, Section 55 ILCS 5/3-8003 allows the Sheriff to appoint Commission Members as long as a vacancy does not exceed thirty (30) days; and

WHEREAS, such appointment requires the advice and consent of the County Board; and

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has approved Sheriff Dan Walsh's appointment of Sami Anderson to the Deputy Sheriff Merit Commission and recommends approval of same to the Champaign County Board;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of Sami Anderson to the Deputy Sheriff Merit Commission for a term beginning December 1., 2018 and ending November 30, 2024; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Sami Anderson, 725 Sedgegrass Road, Champaign IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-382

RESOLUTION APPOINTING STEPHANIE JOOS AS
THE ANIMAL CONTROL ADMINISTRATOR

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Stephanie Joos as the Animal Control Administrator; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 510 ILCS 5/3; and

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Stephanie Joos as the Animal Control Administrator for a term commencing December 1, 2018 and ending November 30, 2020; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Stephanie Joos 62 Mary Lane, Champaign. IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-383

RESOLUTION APPOINTING SONJA VICKERS TO THE
SENIOR SERVICES ADVISORY COMMITTEE

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Sonja Vickers to the Senior Services Advisory Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under USC Title 42, Section 3026; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Sonja Vickers to the Senior Services Advisory Committee;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Sonja Vickers to the Senior Services Advisory Committee to an unexpired term ending November 30, 2020; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Sonja Vickers, 103 Elvin, P.O. Box 253, Ogden, IL 61859.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of
November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-384

RESOLUTION APPOINTING CYNTHIA D. BELL TO THE
SENIOR SERVICES ADVISORY COMMITTEE

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Cynthia D. Bell to the Senior Services Advisory Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under USC Title 42, Section 3026; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Cynthia D. Bell to the Senior Services Advisory Committee;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Cynthia D. Bell to the Senior Services Advisory Committee to an unexpired term ending November 30, 2019; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Cynthia D. Bell, 1906 E. Lakeshore Drive, Mahomet, IL 61853.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of
November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-385

RESOLUTION APPOINTING JIMMEY KAISER TO THE
SENIOR SERVICES ADVISORY COMMITTEE

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Jimmey Kaiser to the Senior Services Advisory Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under USC Title 42, Section 3026; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Jimmey Kaiser to the Senior Services Advisory Committee;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Jimmey Kaiser to the Senior Services Advisory Committee to an unexpired term ending November 30, 2019; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Jimmey Kaiser, 1508 Glenshire Drive, Champaign, IL 61822.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of
November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-386

RESOLUTION APPOINTING LINDA HASCALL TO THE
SENIOR SERVICES ADVISORY COMMITTEE

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Linda Hascall to the Senior Services Advisory Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under USC Title 42, Section 3026; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Linda Hascall to the Senior Services Advisory Committee;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Linda Hascall to the Senior Services Advisory Committee for a term beginning December 1, 2018 and ending November 30, 2021; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Linda Hascall, 2 Redwing Ct., Savoy, IL 61874.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of
November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-387

RESOLUTION APPOINTING TAMI FRUHLING-VOGES TO THE
SENIOR SERVICES ADVISORY COMMITTEE

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Tami Fruhling-Voges to the Senior Services Advisory Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under USC Title 42, Section 3026; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Tami Fruhling-Voges to the Senior Services Advisory Committee;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Tami Fruhling-Voges to the Senior Services Advisory Committee for a term beginning December 1, 2018 and ending November 30, 2021; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Tami Fruhling-Voges, 407 N. Third, P.O. Box 945, St. Joseph, IL 61873.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-388

RESOLUTION APPOINTING MARILYN LEE
TO THE ZONING BOARD OF APPEALS

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Marilyn Lee to the Zoning Board of Appeals; and

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Marilyn Lee to the Zoning Board of Appeals for a term commencing December 1, 2018 and ending November 30, 2023; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Marilyn Lee 999 CR 2500 E Homer IL 61849.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-389

RESOLUTION APPOINTING LAWRENCE WOOD
TO THE ZONING BOARD OF APPEALS

WHEREAS, C. Pius Weibel has submitted to the County Board his appointment of Lawrence Wood to the Zoning Board of Appeals; and

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Lawrence Wood to the Zoning Board of Appeals for a term commencing December 1, 2018 and ending November 30, 2023; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Lawrence Wood 2655 CR 550 E Mahomet IL 61853.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

Resolution No. 2018-390

Resolution Supporting the Re-Alignment of Region 2 (East Central) Economic Development Region and the Addition of Douglas County into LWIA 17

WHEREAS, the State of Illinois has determined that the Workforce Innovation and Opportunity Act (WIOA) planning regions should align with existing Economic Development Regions; and

WHEREAS, in accordance with WIOA Section 106(a)(2), a single local area of a Local Workforce Investment Area (LWIA) may not be split across two Economic Development Regions; and

WHEREAS, local areas must be contiguous to be an Economic Development Region and effectively align economic and workforce development activities and resources (20 CFR 679.210); and

WHEREAS, Douglas County is both in LWIA 23 and Region 2 (east Central) Economic Development Region, and the other thirteen (13) of the fourteen (14) counties in LWIA 23 are in Region 7 (Southeastern) Economic Development Region; and

WHEREAS, both a representative of the Illinois Department of Economic Opportunity and representatives of the Douglas County Board are in support of moving Douglas County from LWIA 23 into LWIA 17; and

WHEREAS, the movement of Douglas County into LWIA 17 will satisfy a monitoring finding by the U.S. Department of Labor that directs the State of Illinois to identify a regional planning structure that does not result in a single local planning area being split between two regions; and

WHEREAS, the County Board directs the Champaign County Clerk to deliver a copy of this resolution to John Barr, Illinois Department of Commerce and Economic Opportunity, 100 West Randolph, Suite 3-400, Chicago IL 60601.

NOW, THEREFORE, BE IT RESOLVED, the County Board of Champaign County, Illinois hereby authorizes the County Board Chair, in his capacity as a member of the Chief Elected Officers for LWIA 17, to support the re-alignment of Region 2 (East Central) Economic Development Region and the addition of Douglas County into LWIA 17.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-404

RESOLUTION APPROVING APPLICATION FOR, AND IF AWARDED, ACCEPTANCE OF
THE EMERGENCY MANAGEMENT ASSISTANCE GRANT

WHEREAS, Champaign County on behalf of the Champaign County Emergency Management Agency (hereinafter "EMA") has received notification that program grant funding is available through the Illinois Emergency Management Agency; and

WHEREAS, The Emergency Management Assistance Grant Program's (hereinafter "Grant") objective is to provide financial assistance for the development of effective, integrated emergency management organizations in the State of Illinois and its political subdivisions in order to perform administrative activities and prepare for any natural or technological emergency or disaster in accordance with applicable federal and state laws and regulations; and

WHEREAS, The grant funds may be available for reimbursement of eligible local program costs not greater than 50% of all necessary and essential emergency management related expenses for the following: administrative personnel and benefits, travel, administrative expenses, and certain additional program needs expenses including exercises, mitigation and emergency preparedness public awareness, and education efforts; and

WHEREAS, the term of the grant is from October 1, 2018 to December 31, 2019;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County that the application for the Emergency Management Assistance Grant is hereby approved and the grant, if awarded, is accepted for the Champaign County Emergency Management Agency.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESUME OF MINUTES OF A PUBLIC HEARING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
October 9, 2018

The County Board of Champaign County, Illinois held a Public Hearing, Wednesday, October 9, 2018, at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with C. Pius Weibel presiding and Dan Busey as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members present: Petrie, Rector, Rosales, Summers, Vaschaspati, Anderson, Clifford, Eisenmann, Fortado, Goss, McGuire, and Wiebel – 12; absent; Patterson, Quisenberry, Stohr, Tinsley, Clemmons, Cowart, Douglas, Esry, Harper, and Mitchell – 10. Thereupon, the Chair declared a quorum present and the Board competent to conduct business.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on October 4, 2018.

APPROVAL OF AGENDA/ADDENDA

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

PUBLIC COMMENT ON PROPOSED FY2019 BUDGET

There was no public comment on the Proposed FY2019 Budget.

RECESS

Board Chair Weibel declared the meeting in recess at 6:03 P.M.



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

RESUME OF MINUTES OF A TRUTH IN TAXATION - PUBLIC HEARING
OF THE COUNTY BOARD,
CHAMPAIGN COUNTY, ILLINOIS
October 18, 2018

The County Board of Champaign County, Illinois met at a Public Hearing, Thursday, October 18, 2018 at 6:02 P.M. in Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with C. Pius Weibel presiding and Sasha Green, as Secretary of the Meeting.

CALL TO ORDER

Roll call showed the following Board Members Present: Petrie, Rector, Rosales, Stohr, Summers, Vachaspati, Anderson, Clemmons, Clifford, Douglas, Goss, Harper, McGuire, Mitchell, and Weibel – 15; absent: Quisenberry, Tinsley, Cowart, Eisenmann, Esry, Fortado, and Patterson – 7. Thereupon, the Chair declared a quorum present and the Board competent to conduct business. Board Members Tinsley, Cowart, Esry, Fortado and Patterson arrived after roll call.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in the *News Gazette* on October 6, 2018.

EXPLANATION OF PROPOSED INCREASE

Deputy County Administrator of Finance Tami Ogden gave a presentation on the proposed tax levy increase.

PUBLIC COMMENT

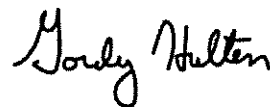
There was no public comment.

CLOSE OF PUBLIC HEARING

Chair Weibel asked for any objection to close the Public Hearing.

RECESS

Chair Weibel recessed the Hearing at 6:09 P.M.



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

RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
October 18, 2018

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, October 18, 2018, at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with C. Pius Weibel presiding and Sasha Green as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members present: Petrie, Rector, Rosales, Summers, Tinsley, Vachaspati, Anderson, Clemmons, Clifford, Cowart, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire, Mitchell, Patterson and Weibel – 20; absent: Quisenberry and Stohr – 2. Thereupon, the Chair declared a quorum present and the Board competent to conduct business. Board Member Stohr arrived after roll call vote.

PRAYER & PLEDGE OF ALLEGIANCE

Board Chair Weibel read a prayer. The Pledge of Allegiance to the Flag was recited.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on September 27, October 4 and 11, 2018.

APPROVAL OF AGENDA/ADDENDA

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

DATE/TIME OF NEXT MEETINGS

Standing Committees

The next County Facilities Committee Meeting will be held on Wednesday, November 7, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Environment and Land Use Committee Meeting will be held on Thursday, November 8, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Highway and Transportation Committee Meeting will be held on Friday, November 9, 2018 at 9:00 A.M. in the Fleet Maintenance Facility.

Committee of the Whole

The next Committee of the Whole for Finance; Justice & Social Services; Policy, Personnel, & Appointments will be held Tuesday, November 13, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

The next Regular meeting of the Champaign County Board will be held on Tuesday, November 27, 2018 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

PUBLIC PARTICIPATION

Chair Weibel reminded everyone that public participation is limited to five minutes per participant.

Sean Widener spoke regarding the solar farms ordinance. Christopher Soppet spoke regarding the solar farms ordinance. Roma Chenoweth spoke regarding drainage district appointments. Michael Borkowski spoke regarding the solar farms ordinance.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

Justice & Social Services

Adoption of **Resolution No. 2018-345** Authorizing an Intergovernmental Agreement with the City of Champaign, the City of Urbana & Champaign County for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

Finance

Adoption of **Resolution No. 2018-346** Authorizing Budget Transfer 18-00005:
Fund 080 General Corporate / Dept. 141 State's Attorney Support
Enforcement
Total Amount: \$3,000

Reason: to Pay for a Temporary Contractor Via Spherion Staffing.

Adoption of **Resolution No. 2018-347** Authorizing Budget Amendment 18-00056:
Fund 619 Tax Sale Automation / Dept. 026 County Treasurer
Increased Appropriations: \$2,338
Increased Revenue: None: from Fund Balance

Reason: to Cover Salary of Temporary Help during Tax Collection.

Adoption of **Resolution No. 2018-348** Authorizing Disbursement of Funds on Defaulted Contract for Mobile Home Tax Sale, Permanent Parcel 30-064-0115.

Adoption of **Resolution No. 2018-349** Authorizing a Certification of Participation Agreement Between Champaign County and the Illinois State Board of Elections for the Cyber Navigator Program.

Adoption of **Resolution No. 2018-350** Authorizing an Acceptance Agreement Between Champaign County and the Illinois State Board of Elections for a Help America Vote Act (HAVA) Election Security Grant.

Adoption of **Resolution No. 2018-351** to Receive and Place on File the FY2019 Champaign County Budget.

Adoption of **Resolution No. 2018-352** Amending the Schedule of Authorized Positions for the Champaign County Planning & Zoning Department.

Adoption of **Resolution No. 2018-353** Amending the Schedule of Authorized Positions for the Champaign County Highway Department.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 2018-354** Appointing Breaden Belcher to the Lincoln Legacy Committee for an Unexpired Term Ending 2/28/2019.

Adoption of **Ordinance No. 2018-5** Establishing Travel Regulations Policy for Champaign County, Illinois and Rescinding Ordinance No. 946.

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

Consent Agenda approved by roll call vote.

Yeas: Petrie, Rector, Rosales, Stohr, Summers, Tinsley, Vachaspati, Anderson, Clemmons, Clifford, Cowart, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire, Mitchell, Patterson and Weibel – 21;

Nays: None.

COMMUNICATIONS

Board Member Petrie announced she had distributed a history of Champaign County in postcards book.

APPROVAL OF MINUTES

Board Member Petrie offered a motion to approve the minutes of the Regular County Board Meeting for September 20, 2018; seconded by Board Member Fortado. Approved by voice vote.

STANDING COMMITTEES

County Facilities

There were no items for Board action.

Environment and Land Use

Board Member Esry, Chair, recommended adoption of **Resolution No. 2018-355** Granting a Special Use Permit, Zoning Case 894-S-17, St. Joseph Solar 1 Community PV Solar Farm; seconded by Board Member Patterson. Discussion followed.

Adopted by roll call vote.

Yeas: Petrie, Rosales, Stohr, Summers, Tinsley, Vachaspati, Anderson, Clemmons, Clifford, Cowart, Douglas, Esry, Fortado, Goss, Harper, McGuire, Mitchell, Patterson and Weibel – 19;

Nays: Rector and Eisenmann – 2.

Board Member Esry recommended adoption of **Resolution No. 2018-356** Granting a Special Permit, Zoning Case 897-S-18, Champaign Solar 1 Community PV Solar Farm; seconded by Board Member Anderson. Discussion followed.

Adopted by roll call vote.

Yeas: Petrie, Rector, Rosales, Stohr, Summers, Tinsley, Vachaspati, Anderson, Clemmons, Clifford, Cowart, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire, Mitchell, Patterson and Weibel – 21;

Nays: None.

AREAS OF RESPONSIBILITY

Finance

Board Member Fortado, Deputy Chair, recommended adoption of **Resolution No. 2018-341** Authorizing Payment of Claims; seconded by Board Member Patterson. Adopted by voice vote.

Board Member Fortado recommended adoption of **Resolution No. 2018-342** Authorizing Purchases Not Following Purchasing Policy; seconded by Board Member Harper. Discussion followed. Adopted by voice vote.

Policy, Personnel, & Appointments

Board Member Rosales, Deputy Chair, recommended adoption of **Resolution No. 2018-343** Appointing Kyle Shartzter to the Rural Transit Advisory Group, Term Ending 12/31/2019; seconded by Board Member Esry. Adopted by voice vote.

NEW BUSINESS

Finance, cont.

Board Member Fortado recommended adoption of **Resolution No. 2018-344** Authorizing Budget Amendment 18-00059:

Fund 080 General Corporate / Dept. 023 Recorder

Increased Appropriations: \$220,000

Increased Revenue: \$330,000

Reason: Increase in Revenue Expenditures Due to Increased Sales of Property; seconded by Board Member Stohr.

Adopted by 15 vote required roll call vote.

Yeas: Petrie, Rector, Rosales, Stohr, Vachaspati, Anderson, Clemmons, Clifford, Cowart, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire, Mitchell, Patterson and Weibel – 19;

Nays: Summers and Tinsley – 2.

Board Member Fortado recommended adoption of **Resolution No. 2018-357** Approving an Agreement with RSM to Provide Post-Closing Accounting Services for the Champaign County Nursing Home; seconded by Board Member Rosales. Discussion followed. Adopted by voice vote.

Board Member Fortado recommended adoption of **Resolution No. 2018-358**

Authorizing Budget Amendment 18-00058:

Fund 080 General Corporate / Dept. 075 General County

Increased Appropriations: \$89,950

Increased Revenue: None: from Fund Balance

Reason: to Pay Outstanding Obligation of Accounting Services Owed by the Nursing Home to RSM. Payment to be made on Date of Closing of the Sale of the Nursing Home; seconded by Board Member McGuire.

Adopted by 15 vote required roll call vote.

Yeas: Petrie, Rector, Rosales, Stohr, Summers, Tinsley, Vachaspati, Anderson, Clemmons, Clifford, Douglas, Eisenmann, Esry, Fortado, Goss, Harper, McGuire, Mitchell, Patterson and Weibel – 20;

Nays: Cowart – 1.

Board Member Fortado announced there was a Nursing Home Cash Flow Report for September 2018 in the packet.

OTHER BUSINESS

Board Member Fortado request an extension to file Champaign County Circuit Clerk's audit report for the year ending December 31, 2017 with the Administrative Office of the Illinois Courts; seconded by Board Member Rosales. Discussion followed. Approved by voice vote.

RECESS

Board Chair Weibel adjourned the Meeting at 7:43 P.M.



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



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE
Summary of Action Taken at the November 7, 2018 Meeting**

MEMBERS PRESENT: Jack Anderson, Tracy Douglas, Giraldo Rosales, Pranjali Vachaspati, Stan Harper
MEMBERS ABSENT: Jon Rector, James Tinsley

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:30 pm
II. Roll Call	5 committee members present
III. Approval of Agenda	Approved
IV. Approval of Minutes – October 2, 2018	Approved
V. Public Participation	None
VI. Communications	None
VII. Items to be Approved by Facilities and recommended to County Board	RECOMMEND TO THE COUNTY BOARD APPROVAL OF RESOLUTION AUTHORIZING FY2019 CHAMPAIGN COUNTY COURTHOUSE PARKING RATES.
A. Proposed FY2019 Champaign County Courthouse Parking Rates.	
VIII. Items to be Approved by Facilities	
A. Proposed Purchase of New Courthouse Pay Station	Approved
IX. Facilities Director's Report	Information Only
A. Update on Courthouse Pay Station	
X. Chair's Report	None
XI. Other Business	No Meeting for December 2018
XII. Designation of Items to be Placed on Consent Agenda	None
XIII. Adjournment	6:53 p.m.

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

RESOLUTION NO. 2018-360

RESOLUTION AUTHORIZING FY2019
CHAMPAIGN COUNTY COURTHOUSE PARKING RATES

WHEREAS, the County of Champaign maintains a parking lot for the Champaign County Courthouse which has a pay station; and

WHEREAS, The current pay station rates are .25 cents per hour for each of the first two hours and .50 cents for every hour afterwards; and

WHEREAS, The County Facilities Committee recommends the following rate increase for FY2019: .50 cents per hour for each of the first two hours and \$1.00 for every hour afterwards.

NOW, THEREFORE BE IT RESOLVED, that the Champaign County Board, Champaign County, Illinois, authorizes the FY2019 Champaign County Courthouse parking lot rates: .50 cents per hour for each of the first two hours and \$1.00 for every hour afterwards.

PRESENTED, PASSED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

Cities of Champaign & Urbana, University of Illinois
and Champaign County Parking Rates
as of October 31, 2018

City of Champaign– fiscal year begins July 1 and ends June 30

Cash, Coin, Cash, Credit Cards and Mobile Meter – rates vary \$0.25 cents per hour to \$1.50 per hour

White Street/Church Street - \$1.00 per hour

Hill Street Garage - \$0.75 per hour

Downtown Area – \$0.25 cents per hour

Campus Area - \$1.00 per 30-minutes

City of Urbana – fiscal year begins July 1 and ends June 30

Cash, Coin, Credit Cards, and Mobile Meter

Downtown Area – \$0.50 cents per hour

Campus Area - \$1.00 per hour

Hospital Areas - \$1.00 per hour

Parking Garage - \$0.25 per hour for first two hours, \$0.50 per hour after

University of Illinois – fiscal year begins July 1 and ends June 30

Cash, Coin, Credit Card, and Mobile Meter

Campus Area - \$1.00 per hour

County Courthouse Pay Station – fiscal year begins January 1 and ends December 31

FY2017 – Coin and Cash only

\$0.25 cents for first hour and \$0.50 per hour after

**Champaign County Physical Plant
November 1, 2018**

Proposed FY2019 Champaign County Courthouse Parking Rates

1st proposal - \$1.00 per hour – new pay station takes cash, coin and credit cards

2nd proposal - \$0.50 per hour for first two hours, \$1.00 per hour after two hours

Notes

- New Pay Station should be installed by December 28, 2018
- New parking rates would be effective January 2, 2019
- Courthouse Parking lot has 109 total spaces: 47 reserved for staff, 57 public hours rental, and 5 ADA spaces



**CHAMPAIGN COUNTY BOARD
ENVIRONMENT AND LAND USE COMMITTEE
Summary of Action Taken at the November 8, 2018 Meeting**

MEMBERS PRESENT: Jodi Eisenmann, Aaron Esry, Jim Goss, Kyle Patterson, Patti Petrie, James Quisenberry

MEMBERS ABSENT: Stephanie Fortado

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	6:34 p.m.
II. Roll Call	6 committee members present
III. Approval of Agenda	Approved as amended (Item IX D removed)
IV. Approval of Minutes – October 4, 2018	Approved as distributed
V. Public Participation	Brian Hartwig, Jason Grissom, Tami Fruhling-Voges, Chris Stohr
VI. Communications	None
VII. For Information Only	
A. Update on October 2018 Residential Electronics Collection	None
VIII. Items to be Approved by ELUC	
A. Annual Renewal of Recreation & Entertainment License for Curtis Orchard, 3902 Duncan Road, Champaign. 0101/19 – 12/31/19	Approved
IX. Items to be Recommended to the County Board	
A. Subdivision Case 201-18	RECOMMEND County Board approval for Subdivision Case 201-18, with conditions
B. A Resolution concerning the Mahomet Aquifer Protection Task Force	RECOMMEND County Board approval
C. A Resolution in Support of a Public Hearing on Stabilization of Coal Ash Pits Along the Middle Fork River	RECOMMEND County Board approval
D. A Resolution to Agree to Participate in the Champaign County Multi-Jurisdictional Hazzard Mitigation Plan Update	Removed from agenda
E. Zoning Case 903-S-18; Sidney Solar Farm	RECOMMEND County Board approval for Zoning Case 903-S-18
F. Zoning Case 906-S-16; St. Joseph Solar Farm	NO RECOMMENDATION for Zoning Case 906-S-18
G. Zoning Case 907-S-18; St. Joseph Solar Farm	RECOMMEND County Board approval for Zoning Case 907-S-18
H. Grant Application to IL Housing Development Authority Abandoned Residential Property Municipality Relief Program	RECOMMEND County Board approval
X. Monthly Report	

RESOLUTION NO. 2018-361
APPROVING SUBDIVISION CASE 201-18
SLINGER'S COUNTRY CLUB SUBDIVISION

WHEREAS, the Champaign County Board has reviewed the Final Plat, subdivision application, and supporting documents for the Slinger's Country Club Subdivision, a Minor Subdivision located in Rantoul Township, Champaign County, Illinois; and

WHEREAS, the Champaign County Board has considered the recommendation of the Environment and Land Use Committee and voted to approve the Final Plat of the Slinger's Country Club Subdivision, Case 201-18; and to grant the following waivers pursuant to Section 9.1 of the Champaign County Subdivision Regulations, namely:

1. Waive the requirement of paragraph 9.1.2 q. for percolation test data to be recorded on the Final Plat.
2. Waive the requirement of paragraph 9.1.2 r. for certification of the proposed lot and soil characteristics for private septic disposal systems to be recorded on the Final Plat.

NOW, THEREFORE BE IT RESOLVED that the Champaign County Board approves Subdivision Case 201-18 Slinger's Country Club Subdivision, with the following waivers pursuant to Section 9.1 of the Champaign County Subdivision Regulations: 1) waive the requirement of paragraph 9.1.2 q. for percolation test data to be recorded on the Final Plat and 2) waive the requirement of paragraph 9.1.2 r. for certification of the proposed lot and soil characteristics for private septic disposal systems to be recorded on the Final Plat.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 27th day of November, A.D. 2018.

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

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

RESOLUTION NO. 2018-362

RESOLUTION RECOMMENDING THE
MAHOMET AQUIFER PROTECTION TASK FORCE
TO PROPOSE ACTIONS TO PRESERVE WATER QUALITY AND
SUSTAINABLE AVAILABILITY OF WATER FROM THE MAHOMET AQUIFER

WHEREAS, the Mahomet Aquifer Protection Task Force was established via the Public Act 100 – 0403 and was implemented on December 21, 2017 to address the issue of maintaining clean drinking water from the Mahomet Aquifer and the Task Force is in the process of writing a report to the General Assembly to be submitted by the end of December 2018; and

WHEREAS, most of Champaign County is dependent upon the Mahomet Aquifer as their sole source of potable drinking water that is necessary for public health and safety for east central Illinois; and

WHEREAS, the Mahomet Aquifer is critical to the economy of Champaign County; and

WHEREAS, there have been instances of contamination of the Mahomet Aquifer preventing landowners from use of the water including the recent contamination of private wells by natural gas in the Manlove Gas Storage Area; and

WHEREAS, there are reasonable concerns about sustainable use and preservation of water quality from various threats to the Mahomet Aquifer because of large cones of depression caused by withdrawals from the aquifer; and

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

1. The Mahomet Aquifer Protection Task Force is urged to advocate taking all means necessary to insure the quality and sustainable availability of water from the Mahomet Aquifer in perpetuity as a matter of public health and economic necessity, and that the report should include actions needed to implement recommendations by the task force including a State plan to protect the aquifer that includes the following:
 - A. Determine the geography of the Mahomet Aquifer through additional research including identification of recharge areas and initiating a HTEM technology project.
 - B. Monitor water quality and quantity.
 - C. Take remedial action as appropriate to protect water quality.
 - D. Take preventive action where possible to protect water quality especially as relates to the following:
 - a. Legacy landfills that should be prioritized for action based on the hazard to surface and ground water resources.
 - b. Storage, processing, and transportation facilities that contain large quantities of material that could threaten the aquifer.
 - c. Other contamination threats to the aquifer including Manlove #4, source water contamination, road salt, upwelling brine, arsenic, nitrates, improperly sealed and/or abandoned wells, and household hazardous waste.

- c. Updating the current methods and increase the training of landfill inspectors to incorporate advances in remote sensing and GIS to guide field inspections.
 - E. Provide ongoing public education as well as timely notice of unusual events.
 - F. Establish a regional organization to accomplish the Plan, perhaps an extension of the Mahomet Aquifer Protection Task Force.
 - G. Create a funding plan, including authority for a water-based fee system.
2. The County Administrator shall forward a copy of the approved Resolution to the Mahomet Aquifer Protection Task Force c/o Barb Lieberoff, Illinois EPA Office of Community Relations, at Barb.Lieberoff@Illinois.gov.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

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

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

RESOLUTION NO. 2018-363

RESOLUTION REQUESTING THE ARMY CORPS OF ENGINEERS TO HOLD A PUBLIC HEARING REGARDING PROJECT ID: LRL-2018-602-SJK, RIVERBANK ARMORING ALONG THE MIDDLE FORK OF THE VERMILION RIVER

WHEREAS, in July of 2018, Vistra Energy Corp. submitted a permit application to the U.S. Army Corps of Engineers to install 22,370 cubic yards of fill below the ordinary high water line of the Middle Fork of the Vermilion River in an effort to stem the continuing erosion of the riverbank next to their coal ash storage facility in Vermilion County, Illinois; and

WHEREAS, the project site is just upstream of Kickapoo State Park, and the livery in the Park places tens of thousands of kayakers, canoers, tubers, and waders on the river each year, and this much stone would damage the esthetic and scenic value of the river as well as making it more difficult for recreational users to pass construction areas during low water periods, and with construction likely to take many months and continue during prime recreation season, the project could have a significant impact on recreational use of the Middle Fork and the economic benefits that it brings to the region; and

WHEREAS, the Middle Fork is one of the most diverse aquatic habitats in the State of Illinois and is home to over 57 different species of fish and a variety of mussels, a number of which are state-protected; and heavy silt loads from construction pose a risk to many of these species and could lead to temporary or permanent depopulation; and

WHEREAS, the area in which construction would take place is actively leaching dangerous chemicals into the river from the adjacent coal ash impoundments, any disturbance of the riverbank could potentially release even more of these chemicals into the water, and while the coal ash remains in place, any solution for bank armoring is temporary and allows for further degradation of the river and the only permanent solution to protect the Middle Fork from coal ash pollution is the complete removal of the coal ash from the floodplain; and

WHEREAS, Vistra will ultimately fulfill its obligations to approving agencies and leave the area, and ongoing monitoring, maintenance and repair of coal ash impoundments and riverbank armoring that will forever be required should not be left to the taxpayer, nor should Vermilion County be left the threat of a coal ash spill in the event a portion of the riverbank armoring were to fail.

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

1. The Champaign County Board requests a public hearing on the project, in order to ensure that both the general public and experts have the opportunity to testify and comment on the scope of the riverbank stabilization project proposed, and that the ultimate approved project best serves to protect the river and the interests of those who use and rely on it for its environmental, economic and recreational value to the region.

2. The County Administrator shall forward a copy of the approved resolution to Sarah Keller, Regulatory Specialist, Indianapolis Regulatory Office, Louisville District, United States Army Corps of Engineers, during the upcoming 30-day public comment period this fall.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

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

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

ORDINANCE NO. 2018-6

**ORDINANCE GRANTING A SPECIAL USE PERMIT
ZONING CASE 903-S-18
“WOLF/WERTZ SIDNEY SITE 1” COMMUNITY PV SOLAR FARM**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 903-S-18;

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

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 903-S-18 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

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

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 903-S-18 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to FFP IL Community Solar LLC and the participating landowners, the Mildred Catherine Wolf Trust, Mildred Catherine Wolf, Trustee, and Judith K. Wertz, for a PV Solar Farm with a total nameplate capacity of 4 megawatts (MW), including access roads and wiring, and including specific waivers of standard conditions and special conditions of approval as listed in this Ordinance, on the real estate described in the attached legal description of the participating land by Township and Section.
3. That the granting of the Special Use Permit in Case 903-S-18 include the following waivers of standard conditions:
 - Part A: A waiver for a distance of 425 feet from the CR Conservation Recreation Zoning District in lieu of the minimum required one-half mile (2,640 feet), per Section 6.1.5 B.(2)b.
 - Part B: Not providing a Decommissioning and Site Reclamation Plan that include cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.

4. That the granting of the Special Use Permit in Case 903-S-18 include the following special conditions of approval:
- A. The revised Site Plan received October 17, 2018 is the approved site plan for Case 903-S-18.
 - B. The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.
 - C. The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.
 - D. The Zoning Administrator shall not authorize a Zoning Use Permit until the petitioner submits a copy of an executed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture per the requirements established in Paragraph 6.1.5 R. of the Zoning Ordinance.
 - E. A signed Decommissioning and Site Reclamation Plan that has been approved by ELUC is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.
 - F. The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:
 1. Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.
 2. An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of "A" by S&P or a rating of "A2" by Moody's within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.
 3. A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.
 4. Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).
 5. The telephone number for the complaint hotline required by 6.1.5 S.
 6. Any updates to the approved Site Plan from Case 903-S-18 per the Site Plan requirements provided in Section 6.1.5 U.1.c.
 - G. A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance

Certificate shall require the following:

1. An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.
 2. As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.
 3. An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.
- H. The Applicant or Owner or Operator of the PV SOLAR FARM shall comply with the following specific requirements that apply even after the PV SOLAR FARM goes into commercial operation:
1. Maintain the pollinator plantings and required visual screening in perpetuity.
 2. Cooperate with local Fire Protection District to develop the District’s emergency response plan as required by 6.1.5 H.(2).
 3. Cooperate fully with Champaign County and in resolving any noise complaints including reimbursing Champaign County any costs for the services of a qualified noise consultant pursuant to any proven violation of the I.P.C.B. noise regulations as required by 6.1.5 I.(4).
 4. Maintain a current general liability policy as required by 6.1.5 O.
 5. Submit annual summary of operation and maintenance reports to the Environment and Land Use Committee as required by 6.1.5 P.(1)a.
 6. Maintain compliance with the approved Decommissioning and Site Reclamation Plan including financial assurances.
 7. Submit to the Zoning Administrator copies of all complaints to the telephone hotline on a monthly basis and take all necessary actions to resolve all legitimate complaints as required by 6.1.5 S.

PRESENTED, PASSED, APPROVED AND RECORDED this 27th day of November, A.D. 2018.

SIGNED:

ATTEST:

C. Pius Weibel, Chair
Champaign County Board

Gordy Hulten, County Clerk &
ex-officio Clerk of the County Board

Project Parcel Legal Description:

LOTS A, B AND D OF PROPRIETOR'S RESURVEY OF LANDS IN SECTION 11, TOWNSHIP 18 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, AS PER PLAT RECORDED IN BOOK "E" OF PLATS AT PAGE 66, SITUATED IN CHAMPAIGN COUNTY, ILLINOIS.

EXCEPTING A TRACT OF LAND DESCRIBED IN A WARRANTY DEED RECORDED AS DOCUMENT NUMBER 89R04035 IN THE CHAMPAIGN COUNTY RECORDER'S OFFICE AND ALSO BEING SUBJECT TO NON-EXCLUSIVE EASEMENT DESCRIBED IN SAID DOCUMENT NUMBER 89R04035;

AND ALSO EXCEPTING A TRACT OF LAND DESCRIBED IN A WARRANTY DEED RECORDED AS DOCUMENT NUMBER 93R10723 IN THE CHAMPAIGN COUNTY RECORDER'S OFFICE, ALSO BEING SUBJECT TO NON-EXCLUSIVE EASEMENTS DESCRIBED IN SAID DOCUMENT NUMBER 93R10723.

ORDINANCE NO. 2018-7

**ORDINANCE GRANTING A SPECIAL USE PERMIT
ZONING CASE 906-S-18
“WOODARD TRUST ST. JOSEPH - WEST” COMMUNITY PV SOLAR FARM**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 906-S-18;

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

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 906-S-18 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

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

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 906-S-18 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to FFP IL Community Solar LLC and the participating landowners, the Woodard Family Trust, for a PV Solar Farm with a total nameplate capacity of 2 megawatts (MW), including access roads and wiring, and including specific waivers of standard conditions and special conditions of approval as listed in this Ordinance, on the real estate described in the attached legal description of the participating land by Township and Section.
3. That the granting of the Special Use Permit in Case 906-S-18 include the following waivers of standard conditions:
 - Part A: A waiver for a distance of 135 feet from the CR Conservation Recreation Zoning District in lieu of the minimum required one-half mile (2,640 feet), per Section 6.1.5 B.(2)b.
 - Part B: Not providing a Decommissioning and Site Reclamation Plan that include cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.

4. That the granting of the Special Use Permit in Case 906-S-18 include the following special conditions of approval:
- A. **The Site Plan received October 11, 2018, is the approved site plan for Case 906-S-18, except that vegetative screening shall be added to the west and south sides of the solar farm in addition to the screening shown on the October 11, 2018 Site Plan.**
 - B. **The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.**
 - C. **The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.**
 - D. **The Zoning Administrator shall not authorize a Zoning Use Permit until the petitioner submits a copy of an executed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture per the requirements established in Paragraph 6.1.5 R. of the Zoning Ordinance.**
 - E. **A signed Decommissioning and Site Reclamation Plan that has been approved by the Environment and Land Use Committee is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.**
 - F. **Vegetative screening on all sides of the solar farm, that has been approved by the Environment and Land Use Committee, is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance.**
 - G. **The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:**
 - 1. **Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.**
 - 2. **An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of "A" by S&P or a rating of "A2" by Moody's within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.**

3. **A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.**
 4. **Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).**
 5. **The telephone number for the complaint hotline required by 6.1.5 S.**
 6. **Any updates to the approved Site Plan from Case 906-S-18 per the Site Plan requirements provided in Section 6.1.5 U.1.c.**
 7. **A copy of a certification from the Illinois State Historic Preservation Office indicating that the Phase 1 archaeological reconnaissance survey required in the letter from ISHPO to David Dickson dated May 30, 2018, for the development area is complete and requires no further action by the applicant.**
 8. **A Floodplain Development Permit Application and any required information for it in addition to the Zoning Use Permit Application.**
- H. **A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance Certificate shall require the following:**
1. **An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.**
 2. **As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.**
 3. **An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.**
- I. **The Applicant or Owner or Operator of the PV SOLAR FARM shall comply with the following specific requirements that apply even after the PV SOLAR FARM goes into commercial operation:**
1. **Maintain the pollinator plantings and required visual screening in perpetuity.**

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

PRESENTED, PASSED, APPROVED AND RECORDED this 27th day of November, A.D. 2018.

SIGNED:

ATTEST:

C. Pius Weibel, Chair
Champaign County Board

Gordy Hulten, County Clerk &
ex-officio Clerk of the County Board

Ordinance 2018-7
Legal Description

IL-18-0053 Woodard Trust – St. Joseph West Champaign County, IL

Legal Description:

The Northeast Quarter (NE¼) of the Southeast Quarter (SE¼) of Section Three (3), Township Nineteen (19) North, Range Ten (10) East of the Third Principal Meridian, Champaign County, Illinois.

PIN: 28-22-03-400-012

ORDINANCE NO. 2018-8

**ORDINANCE GRANTING A SPECIAL USE PERMIT
ZONING CASE 907-S-18
“WOODARD TRUST ST. JOSEPH - EAST” COMMUNITY PV SOLAR FARM**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 907-S-18;

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

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 907-S-18 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

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

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 907-S-18 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to FFP IL Community Solar LLC and the participating landowners, the Woodard Family Trust, for a PV Solar Farm with a total nameplate capacity of 4 megawatts (MW), including access roads and wiring, and including specific waivers of standard conditions and special conditions of approval as listed in this Ordinance, on the real estate described in the attached legal description of the participating land by Township and Section.
3. That the granting of the Special Use Permit in Case 907-S-18 include the following waivers of standard conditions:
 - Part A: A waiver for a distance of 338 feet in lieu of one-half mile (2,640 feet) between a municipal boundary and a PV SOLAR FARM, per Section 6.1.5 B.(2) of the Zoning Ordinance.
 - Part B: A waiver for locating a PV SOLAR FARM within the Contiguous Urban Growth Area (CUGA) in lieu of outside the CUGA, per Section 6.1.5 B.(2) of the Zoning Ordinance.

- Part C: Not providing a Decommissioning and Site Reclamation Plan that includes cost estimates prepared by an Illinois Licensed Professional Engineer prior to consideration of the Special Use Permit by the Board, per Section 6.1.1 A.3.
- Part D: Not entering into a Roadway Upgrade and Maintenance Agreement or waiver therefrom with the relevant local highway authority prior to consideration of the Special Use Permit by the Board, per Section 6.1.5 G.
4. That the granting of the Special Use Permit in Case 907-S-18 include the following special conditions of approval:
- A. **The Site Plan received October 11, 2018, is the approved site plan for Case 907-S-18, except that vegetative screening shall be added to the west side of the solar farm in addition to the screening shown on the October 11, 2018 Site Plan.**
 - B. **The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.**
 - C. **The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.**
 - D. **The Zoning Administrator shall not authorize a Zoning Use Permit until the petitioner submits a copy of an executed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture per the requirements established in Paragraph 6.1.5 R. of the Zoning Ordinance.**
 - E. **A signed Decommissioning and Site Reclamation Plan that has been approved by ELUC is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.**
 - F. **A Roadway Upgrade and Maintenance Agreement signed by the Highway Commissioner and approved by the Environment and Land Use Committee shall be submitted at the time of application for a Zoning Use Permit.**
 - G. **The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:**
 - 1. **Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.**
 - 2. **An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating**

of “A” by S&P or a rating of “A2” by Moody’s within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.

3. **A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.**
 4. **Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).**
 5. **A Transportation Impact Analysis provided by the applicant that is mutually acceptable to the Applicant and the County Engineer and State’s Attorney; or Township Highway Commissioner; or municipality where relevant, as required by 6.1.5 G. 2.**
 6. **The telephone number for the complaint hotline required by 6.1.5 S.**
 7. **Any updates to the approved Site Plan from Case 907-S-18 per the Site Plan requirements provided in Section 6.1.5 U.1.c.**
- H. **A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance Certificate shall require the following:**
1. **An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.**
 2. **As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.**
 3. **An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.**
- I. **The Applicant or Owner or Operator of the PV SOLAR FARM shall comply with the following specific requirements that apply even after the PV SOLAR FARM goes into commercial operation:**
1. **Maintain the pollinator plantings and required visual screening in perpetuity.**

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

PRESENTED, PASSED, APPROVED AND RECORDED this 27th day of November, A.D. 2018.

SIGNED:

ATTEST:

C. Pius Weibel, Chair
Champaign County Board

Gordy Hulten, County Clerk &
ex-officio Clerk of the County Board

Legal Description:

The Northwest Quarter (NW¼) of Section Twelve (12) Township Nineteen (19) North, Range Ten (10) East of the Third Principal Meridian, Champaign County, Illinois;

EXCEPT the South 208.71 feet of the North 1985.51 feet of the East 241.71 feet of the Northwest Quarter (NW¼) of Section Twelve (12), Township Nineteen (19) North, Range Ten (10) East of the Third Principal Meridian;

And EXCEPT a tract of land described as follows:

From the Northwest corner of Section Twelve (12), Township Nineteen (19) North, Range Ten (10) East of the Third Principal Meridian, measure South along the West line of said Section Twelve (12) for 2614.19 feet to the point of beginning "A"; from the point of beginning "A" measure South 89°13' East for 2577.01 feet to a Point "B"; thence North 1°55' East for 639.15 feet to point "C", which lies on a North property line; thence easterly along said North property line for 71.73 feet to Point "D"; thence southerly along the centerline of the existing public road for 709.65 feet to Point "E"; which lies on the South property line; thence westerly along said South property line of 2667.62 feet to Point "F"; which is the Southwest property corner; thence northerly along the West property line for 75.01 feet, more or less, to the point of beginning "A";

and also EXCEPT a tract of land described as follows:

From the Northwest corner of Section Twelve (12), Township Nineteen (19) North, Range Ten (10) East of the Third Principal Meridian, measure South along the West line of said Section Twelve (12) for 2764.2 feet to the proposed centerline of Federal Aid Interstate Route 05 at Station 805 + 63.88; thence South 89°13' East along said centerline for 2667.62 feet to Station 832+31.50, which is the centerline of the existing public road; thence northerly along said centerline for 998.40 feet to the point of beginning "G", which lies on a South property line; from the point of beginning "G" measure westerly along the said South property line for 65.76 feet to Point "H" thence North 1°55' East for 201.68 feet to Point "I"; thence North 11°27' East for 203.86 feet to Point "J" thence South 89°43' East for 20.5 feet to Point "K", which lies on the centerline of the existing public road; thence southerly along said centerline for 401.60 feet, more or less, to the point of beginning "G" and located in the Northeast corner of St. Joseph, IL and North of Interstate 74.

PIN: 28-22-12-100-001

Subject to all easements and restrictions of record.

RESOLUTION NO. 2018-364
RESOLUTION AUTHORIZING CHAMPAIGN COUNTY APPLICATION FOR ROUND 4
OF THE ILLINOIS HOUSING DEVELOPMENT AUTHORITY ABANDONED
RESIDENTIAL PROPERTY MUNICIPALITY RELIEF PROGRAM (APP)

WHEREAS, Champaign County seeks to apply for an Abandoned Properties Program Round 4 grant to continue its goal of mitigating blighted or abandoned residential properties in unincorporated Champaign County; and

WHEREAS, the proposed program that Champaign County documents in its APP application represents a unique opportunity for the County to leverage dedicated revenues with APP grant funds;

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board, that it approves the application for, and if awarded, acceptance of the Illinois Housing Development Authority Abandoned Residential Property Municipality Relief Program on behalf of the Champaign County Board; and

BE IT FURTHER RESOLVED, by the Champaign County Board that the County Board Chair is hereby authorized to execute said grant award documents upon receipt from the Illinois Housing Development Authority.

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November, A.D. 2018.

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

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

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ABANDONED RESIDENTIAL PROPERTY
MUNICIPALITY RELIEF PROGRAM (APP)

ROUND 4 GRANT APPLICATION

DUE ON DECEMBER 21, 2018 3:00 P.M. CST

Submit completed application and attachments
electronically to APPinfo@ihda.org

Please zip all PDF documents in your application submission
E-mail attachments cannot exceed 35MB
Important Note: no .exe or similar extensions on any files or sub-files

For questions and comments please contact APPinfo@ihda.org



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ABANDONED RESIDENTIAL PROPERTY MUNICIPALITY RELIEF PROGRAM (APP)
ROUND 4 GRANT APPLICATION

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APPLICATION GUIDE

PROGRAM OVERVIEW

The Abandoned Residential Property Municipality Relief Fund (“Abandoned Property Program,” “APP,” or the “Program”) was created in 2010 with the passage of the Save Our Neighborhoods Act. Funding for the Program was expanded by subsequent legislation in 2013. Please review the [Program Rules](#) for a complete description of the program guidelines.

PURPOSE OF GRANT

The purpose of the Program is to use funding in the Abandoned Residential Property Municipality Relief Fund to make grants to municipalities, counties, and land banks to assist with their costs incurred for the securing, maintenance, and demolition of abandoned residential property in the jurisdiction, as defined in Section 381.202 of the [Program Rules](#).

ELIGIBILITY

Applicants must be a municipality, county, or land bank located in the State of Illinois. A county or municipality may join with other counties/municipalities and together submit a single application; however, each county/municipality may only apply once per funding round.

ELIGIBLE GRANT ACTIVITIES

Grant funds may be used for securing, maintaining, demolishing, or rehabilitating abandoned homes. The rehabilitation of an abandoned residential property is strictly limited in scope to address exterior building safety concerns such as repairing the roof, windows, doors, masonry, or walkways of an abandoned residential property. A list of specific activities allowed as part of securing, maintaining, and demolishing properties can be found in the Abandoned Residential Property Municipality Relief [Program Rules](#).

ELIGIBLE PROPERTIES

- 1-6 unit residential properties in the State of Illinois
- Properties that meet the definition of “abandoned” per Program Rules
- Manufactured homes taxed as real property with a foundation and no hitch or wheels
 - *Properties may have garages, outbuilding, and/or sheds (demolition/removal of these buildings is an eligible cost if associated residential property meets the definition of “abandoned” per Program Rules)*

INELIGIBLE PROPERTIES

- Residential properties knowingly occupied by legal or non-legal residents
- Historically registered properties
- Commercial, industrial, or agricultural properties
- Mixed use properties with a residential unit component

It is acceptable to submit previous eligible activities occurring after January 1, 2017, and never billed to a previous rounds of APP, or to propose future expenses for reimbursement. All Program requirements, regulatory compliance, and certifications must be met to be reimbursed for previous eligible activities. Applicants awarded funds will be expected to submit before and after photos.

FUNDING

Funding for the Program is derived solely from foreclosure filing fees paid by lending institutions and collected by the county clerk in which the foreclosure is filed. The collection of additional filing fees began in June of 2013. Of the total amount received each year:

1. 30% will be granted in Cook County (or municipality within, other than the City of Chicago);
2. 25% will be granted to the City of Chicago¹;
3. 30% will be granted in the Collar Counties (DuPage, Kane, Lake, McHenry, and Will); and
4. 15% will be granted in other areas of the State not previously defined ("Other Areas of the State").

These statutory apportionments are collectively referred to as "geographic set-asides."

There is expected to be one cycle per year with the option of a future cycle based on applications received and funds available. Maximum grant amounts are determinate upon funding availability and geographic set-aside. For Round 4, the maximum grant amount allowed for applicants in the Other of the State set-aside (defined in number 4 above) is \$75,000. For applicants in all other set-asides, excepting the City of Chicago, the maximum grant amount allowed is \$250,000. There will be a minimum request requirement of \$20,000 per application. Awards will be determined based on the amount of funding available in the geographic set-aside, as well as the applicant's documented need for funding, the capacity of the applicant to undertake the planned activities, the amount of impact to be achieved, cost reasonableness, and readiness to proceed, as further described in this Application. Applications will be scored and ranked according to the criteria set forth in this Application, and will be funded according to their rank in each geographic set-aside.

SCORING (100 POINTS TOTAL)

Applications will be ranked against other applications in the geographic set-aside to determine points to be awarded. Answers should fit in the provided space within the application. If there is no answer for an area, please explain why; do not leave it blank.

1. NEED – MAXIMUM 20 POINTS

- a. Up to ten (10) points may be awarded for applications that provide data requested in this Application under this scoring category on foreclosure activity and abandoned properties.
- b. Up to twenty (20) points may be awarded for applications that provide the information in (a) above and additional detail on the effect abandoned properties have had on the jurisdiction, as further described under this scoring category in this Application. Maximum points will be given to applicants most affected, and that best document it by (1) including the amount of time and resources expended in the previous three fiscal years in maintaining and demolishing abandoned residential properties; (2) demonstrating the financial burden foreclosures and abandoned properties have placed on the jurisdiction; and (3) identifying specific areas within the jurisdiction most affected by foreclosures and abandoned properties.

2. CAPACITY – MAXIMUM 20 POINTS

- a. Up to five (5) points may be awarded to applicants demonstrating previous experience managing grants.

¹ The City of Chicago, pursuant to 7.31(b) of the Illinois Housing Development Act, may apply for 25% of the moneys in the Fund that have been appropriated, subject to the annual receipt of funds

- b. Up to ten (10) points may be awarded to applications that demonstrate successful management of a housing grant/program within the jurisdiction. Housing grants/programs will be interpreted to include any public or private program that improves the condition of housing or housing choice within the jurisdiction.
- c. Up to twenty (20) points may be awarded to applicants that clearly show previous experience managing housing grants/programs and document an active plan to mitigate abandoned properties within the jurisdiction (i.e. maintaining a vacant or abandoned property registry), including demolition of abandoned residential properties, and have a person designated to administer this grant with previous experience managing grants having similar requirements.

3. IMPACT – MAXIMUM 20 POINTS

- a. Up to ten (10) points may be awarded to applications that provide a narrative detailing how the grant will be used for eligible uses that have (or has) positively impact(ed) the jurisdiction, along with evidence of other resources utilized for local revitalization to combat the ill effects of foreclosure on the jurisdiction, which may speak to a specific area of that jurisdiction.
- b. Up to twenty (20) points may be awarded to applications that currently have an active revitalization plan underway in the jurisdiction and clearly demonstrate how this grant will impact proposed activities to be carried out under that plan. Consideration will be given to communities that have identified troubled residential properties causing blight in the local community for which there is no cost effective solution other than demolition. Points will be given to applications that focus on specific geographic areas within the jurisdiction, submit current, relevant revitalization plans, and include documentation that such plan has had a demonstrably positive impact on the jurisdiction.

4. BUDGET AND COST REASONABLENESS – MAXIMUM 20 POINTS

- a. Up to ten (10) points may be awarded to applications that include a complete and reasonable budget.
- b. Up to twenty (20) points may be awarded to applications that include a cost-effective, reasonable budget in the application, including a detailed explanation of the process for ensuring the reasonableness of all costs associated with the proposed or reimbursable activities, and documentation of the process used to procure all third-party vendors. Points will be given to applications that demonstrate a systematic, thorough, well-documented approach to ensuring reasonable costs.

5. READINESS TO PROCEED – MAXIMUM 20 POINTS

- a. Up to ten (10) points may be awarded to applications that request reimbursement for documented, previously performed eligible activities or demonstrate a reasonable plan for the expeditious completion of proposed activities.
- b. Up to twenty (20) points may be awarded to applications that demonstrate a thorough, detailed, and reasonable plan for the expeditious completion of proposed and reimbursable activities. Maximum points will be given to applications that document a plan for their community's revitalization that clearly complement this grant, and/or where specific properties have already been selected.

APPLICATION FEE

IHDA will not charge a fee for processing applications under this Program.

APPLICATION

A completed application and all supporting attachments must be received by December 21, 2018 at 3:00 p.m. CST. All materials must be digital; no hard copies will be accepted. Each exhibit must be submitted as an individual PDF document. See the Exhibit Checklist for specific naming instructions. Please submit all pdf documents as zipped files; attachments cannot exceed 35MB. (Important Note: no .exe files should be included in your submission) Email one copy of your completed application package to APPinfo@ihda.org. Please direct all questions to APPinfo@ihda.org.

The Illinois Housing Development Authority will be hosting application/technical assistance seminars via webinar. Please visit <https://www.ihda.org/my-community/revitalization-programs/> and look for emails from APPinfo@ihda.org for future information regarding the time and dates of webinars.

ADDITIONAL RESOURCES

- [Program Rules](#)
- [Program FAQ](#)

ABANDONED RESIDENTIAL PROPERTY MUNICIPALITY RELIEF PROGRAM ROUND 4 GRANT APPLICATION

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APPLICANT INFORMATION

County/Municipality Name

**You must provide certification of municipality/county status*

Champaign County

Main Office Street Address, Line 1

Department of Planning and Zoning

City

Urbana

State

IL

Street Address, Line 2

1776 East Washington Street

Zip Code

61802

County

Champaign

Website

www.co.champaign.il.us

Primary Contact Name

**Individual to be the primary recipient of all grant correspondence*

Susan Burgstrom

Telephone Number

(217) 384-3708

Title

Senior Planner

E-mail Address

sburgstrom@co.champaign.il.us

Secondary Contact Name

John Hall

Telephone Number

(217) 384-3708

Title

Director of Planning & Zoning

E-mail Address

jhall@co.champaign.il.us

Geographic Set-Aside

**Check all that apply*

- City of Chicago
- Cook County (Cook County, or municipality within other than the City of Chicago)
- Collar Counties (DuPage, Kane, Lake, McHenry, or Will Counties, or municipality within)
- Other Areas of the State (all other counties, or municipality within)

Geographies to be covered by this grant – provide all census tracts you intend to be covered by this grant. Provide target area, neighborhood or community area names, if possible. If applicable, state entire city/county.

Champaign County works throughout its jurisdiction in unincorporated parts of the 1,000 square mile County, but the following Census Tracts include the properties identified for this grant application:

17019005402 (outside Urbana), 17019005401 (outside Urbana), 17019005500 (outside Urbana), 17019000800 (in City of Champaign), 17019010500 (in Village of Foosland)

JURISDICTIONAL INFORMATION

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Please report the following information for your jurisdiction. Figures should be gathered from the most recent U.S. Census Bureau information when possible (we recommend using the [U.S. Census QuickFacts Tool](#)). Your application will not be evaluated based on the information reported below. Please contact APPinfo@ihda.org if you need additional support gathering this information.

1. Population of your Jurisdiction <div style="border: 1px solid black; padding: 5px; text-align: center; width: 100%;">28,684</div>	2. Number of properties defined as "Abandoned" <i>*As defined by Program Rules</i> <div style="border: 1px solid black; padding: 5px; text-align: center; width: 100%;">15</div>	% Abandoned <div style="border: 1px solid black; padding: 5px; text-align: center; width: 100%;">0.12%</div>
3. Number of Housing Units <div style="border: 1px solid black; padding: 5px; text-align: center; width: 100%;">13,009</div>	4. Number of Vacant Residential Lots <div style="border: 1px solid black; padding: 5px; text-align: center; width: 100%;">688</div>	% Vacant <div style="border: 1px solid black; padding: 5px; text-align: center; width: 100%;">5.29%</div>

GRANT REQUEST INFORMATION

Applicants under Round 4 of the Abandoned Property Program are eligible to apply the grant amounts maximums as designated by their geographic set-asides listed below. Please indicate below your requested grant amount (not to exceed the set-aside maximum).

<u>SET-ASIDE</u>	<u>MAXIMUM GRANT AMOUNT</u>
1 City of Chicago	25% of total grant appropriation
2 Cook County	\$250,000.00
3 Collar Counties	\$250,000.00
4 Other Areas of the State	\$75,000.00

5. Total requested grant amount

\$ 75,000.00

6. Complete the chart below showing the number of properties that you plan to address under each of the eligible program uses as defined by the Program Rules.

ELIGIBLE EXPENSE CATEGORY	DO YOU PLAN TO PERFORM THIS ACTIVITY UNDER YOUR AWARD?	IF SO, HOW MANY PROPERTIES ARE ESTIMATED TO BE AFFECTED?
Cutting of neglected weeds or grass	Yes	6
Trimming of trees or bushes and removal of nuisance bushes	No	0
Extermination of pests or prevention of the ingress of pests	No	0
Removal of garbage, debris, and graffiti	Yes	6
Boarding up, closing off, or locking windows or entrances, or otherwise making the interior of a building inaccessible to the general public	Yes	3
Surrounding part or all of a property with a fence or wall, or otherwise making all/part of the property inaccessible to the general public	Yes	4
Demolition of abandoned residential property	Yes	3
Rehabilitation (strictly limited to address exterior building safety)	No	0

SCORING CATEGORY 1: NEED

MAXIMUM 20 POINTS

7. Complete the chart below to the best of your ability by providing the data requested to demonstrate the burden that vacant and abandoned residential properties have placed on your jurisdiction throughout the past 3 years.

JURISDICTIONAL DATA	2016	2017	2018
Number of foreclosures	6	5	
Number of residential vacant lots/parcels	707	694	691
Number of abandoned residential properties	13	13	15
Percentage of vacant/abandoned 1-6 unit residential properties	1.84 %	1.87 %	2.17 %
Number of vacant and/or abandoned residential properties owned by jurisdiction	1	3	3
Amount that the jurisdiction has expended on maintaining and demolishing abandoned residential properties	\$ 2,723.00	\$ 9,416.00	\$ 27,641.00

8. What source(s) was/were used to gather the information provided in #10? Please indicate if these figures are actual or estimated.

of foreclosures - actual - foreclosed property sales authorizations as recorded with Champaign County Clerk in unincorporated Champaign County
 # of vacant residential lots/parcels - actual - property with no residential building on it in a non-ag land use, in the unincorporated area - source: GIS Consortium
 # of abandoned res properties - actual - those that we know of based on enforcement complaints in unincorporated area

9. To better express need, complete short responses providing information for the following content areas for your jurisdiction. Provide quantifiable evidence where you are able.

CONTENT AREA	RESPONSE (LIMIT 500 CHARACTERS)
Increased crime and vandalism surrounding abandoned residential properties to be alleviated by this grant	
Decrease/increase in home values (EAV) year over year	
Declining property values resulting from proximity to abandoned residential properties	
Specific areas in your jurisdiction affected most by foreclosures and abandoned properties	Most affected are the unincorporated fringes of the City of Urbana, namely Carroll Subdivision and Scottswood Subdivision. See attached News Gazette
Additional financial burden that foreclosures and abandoned properties have placed on the jurisdiction (i.e. activities defunded, staff layoffs, etc.)	

10. Please utilize this space to provide us with any additional information regarding the need of your community that you were not already able to describe in the questions above.

The County has a \$6,500 "Property Clearance" line item in the P&Z Dept. annual budget. Some years this may cover the expenses to mitigate 1 property; in other years such as 2017, it fell significantly short. Any unanticipated expenses, such as the need to immediately secure a property, must come from other line items in what is already a small and insufficient budget for the P&Z Department. For example, we had two properties that needed to be fenced at a cost of \$2,395 in 2016 and \$1,560 in 2017. We get no return on our investment in the fencing, as we have no place to store the fencing for reuse. We pieced together funds for these by transferring funds to Property Clearance from the following 5 of our 11 non-personnel line items: Job Required Travel Expenses, Auto Maintenance, Legal Notices/Advertising for ZBA meetings, Gasoline & Oil, and Conferences & Training.

SCORING CATEGORY 2: CAPACITY

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MAXIMUM 20 POINTS

Applicants must provide a copy of their most recent independent financial audit. If a Management Letter was issued, a copy of the letter must also be attached. NOTE: Include any Management Response and/or Corrective Action Plan. The Management Response and/or Corrective Action Plan MUST be on applicant's letterhead and be signed by the Mayor, Chief Executive Officer, or chief executive of the applicant. IHDA reserves the right to use lack of corrective action or lack of response to findings to determine funding. Submission of an audit dated more than two years prior to the date of this application may result in a point deduction.

11. Date that audit was performed

12/7/2017

12. Dates which audit covered (fiscal year)

01/01/2016 to 12/31/2016 (FY16)

13. Summarize any audit findings, including page numbers of findings and solutions. Please provide explanation if audit is more than two years old. If no findings, indicate "N/A".

Schedule of Findings and Questioned Costs starts on PDF page 329.
 P 329, Item 2016-001: Nursing Home Cash Receipts Process, need to review data entry in patient billing software. Management response: external firm manages Nursing Home, and they have improved process. Nursing Home being sold in December 2018.

P 330, Item 2016-002: Segregation of Duties/Secondary Review, lack of segregation of duties. Management response: limited staff size, The Treasurer's Office is an efficient operation with limited employees, separating duties when possible. County departments maintaining separate subsidiary ledgers will be instructed on proper segregation and protocol by the Auditor's Office for reconciliation on a routine, timely basis.

14. Page(s) containing Corrective Action Plan, if applicable. If not applicable, indicate "N/A"

329, 330

15. List the staff member(s) who will be responsible for the administration of this grant, and detail their experience with similar grants and programs (whether or not staff experience is with the current unit of local government applying in this application) by completing all fields below.

NAME	TITLE	EXPERIENCE ADMINISTERING GRANTS?	EXPERIENCE WITH HOUSING-RELATED PROGRAMS?	DETAILS (PLEASE LIST GRANTS/PROGRAMS)
Susan Burgstrom	Senior Planner	Yes	Yes	APP Round 3 grant manager. Managed the 2011-2012 Energy
John Hall	Zoning Administrator	No	Yes	Now familiar with APP, assisting with budgeting and project
		(Select)	(Select)	
		(Select)	(Select)	
		(Select)	(Select)	

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16. Complete the chart below by detailing housing-related grants and programs managed by the unit of local government applying for this grant throughout the past 3 years. Be certain to include all grants and programs that you have participated in through IHDA. If you intend to have an outside administrator assist with this grant, their experience must be detailed below as well. Indicate the name of the group under "Who Administered?".

GRANT/PROGRAM NAME	WHO ADMINISTERED?	SOURCE OF FUNDING	DATES OF GRANT/PROGRAM	AMOUNT AWARDED	AMOUNT EXPENDED	ACTIVITIES UNDERTAKEN	QUANTIFIED OUTCOMES
Abandoned Properties Program	Champaign County	IHDA	6/13/2018 to 6/13/2020	\$ 40,000.00	\$ 40,000.00		
Weatherization	Champaign County Regional Planning Commission	US Department of Energy	annually since 2007	\$ 128,580.00	\$ 128,580.00	insulating walls, floors, perimeters, and attics; furnace work; air sealing; installing LED lights: primary	Homes receiving Weatherization services: 46 Avg material cost per home:
Weatherization	Champaign County Regional Planning Commission	US Department of Health and Human Services	annually since 2007	\$ 421,853.00	\$ 421,853.00	Quantified outcomes of Weatherization, continued:	Households with income under 75% of poverty: 19 Households with income 75%-100%:
Weatherization	Champaign County Regional Planning Commission	State Supplement		\$ 183,835.00	\$ 183,835.00	Quantified outcomes of Weatherization, continued:	Illinois Department of Commerce and Economic Opportunity estimates that completed homes save an average of
			(one above here) annually since 2007				

17. If applicable, complete the chart below to detail any compliance findings or concerns regarding the grants/programs above. If not applicable, indicate "N/A"

GRANT/PROGRAM NAME	COMPLIANCE FINDING OR CONCERN	SOLUTION (IMPLEMENTED OR PROPOSED)
N/A		

18. Answer whether or not your organization has experience managing compliance in the following areas:

Historical Preservation	No
Lead-based Paint Laws	Yes
Prevailing Wage	Yes

19. Please utilize this space to provide us with any additional information regarding the capacity of your organization to manage this grant that you were not already able to describe in the questions above.

Champaign County has approximately 10 years of administrative experience with the Low-Income Home Energy Assistance Program (LIHEAP), and the Weatherization Program. In addition, housing supportive services, funded by federal and state grants and programs, include: tenant based rental assistance, emergency shelter for families, Shelter Plus Care, Homeless Prevention, Housing Advocacy, Centralized Intake for Homeless, Rapid Rehousing, Emergency Food and Shelter Program, and a Homeless Management Information System. Some of these programs have been in place for decades.

Until 2017, all housing related grants and programs have been applied for and administered by the Champaign County Regional Planning Commission, which is under the umbrella of Champaign County. In 2018, the P&Z Department was awarded a Round 3 APP grant and has been attentive to grant requirements, submitted products on time, and continues to maintain the necessary documentation to support requests for reimbursement, while maintaining its existing workload with no extra staff support for this grant.

SCORING CATEGORY 3: IMPACT

MAXIMUM 20 POINTS

Utilize the section below to detail any active or planned revitalization efforts within your jurisdiction to mitigate vacant and abandoned properties. Specifically address efforts that include revitalizing or demolishing abandoned residential properties. Include all plans/documents listed as attachments with your application submission.

REVITALIZATION EFFORT	CURRENTLY IN-PLACE?	IF "NO", PLANNED?	HOW WILL APP FUNDS COMPLEMENT THIS EFFORT?
20. Local Legislation <i>*I.E. weeds ordinance</i>	Yes	(Select)	Public Nuisance Ordinance includes dangerous
21. Vacant Property Registry	Yes	(Select)	The Zoning Officer keeps a database of vacant
22. Revitalization Plan	No	(Select)	
23. Comprehensive Plan ¹	Yes	(Select)	The Champaign County Land Resource Manage
24. Building Codes (State)	Yes	(Select)	Champaign County does not have a building co
25. Building Code (County)	No	(Select)	Champaign County has a goal of adopting its o
26.	(Select)	(Select)	

¹Be sure to include the date of the Comprehensive Plan. Plans that are more than 5 years old may result in a point reduction.

27. Provide any quantifiable metrics to demonstrate the positive impact(s) that past and current efforts to address revitalization have had in your community. (For example, don't simply report "we demolished ten vacant and abandoned homes". Rather, say: "As a result of removing ten vacant and abandoned homes, we have seen neighboring homeowners make improvements; new development occurring as a result; increases in property values; community gardens", etc.)

[Empty response box for question 27]

28. Provide any quantifiable metrics to illustrate the positive impact(s) that you expect or hope to achieve with the assistance of this grant in addressing revitalization in your community.

We hope to see an increase in the number of construction permits in the surrounding neighborhood, fewer nuisance complaints, and additional consideration of our budget shortfalls in future County budget discussions for abandoned properties.

29. If there are specific neighborhoods in your community that you intend to target with this grant, list them below. Indicate if you intend to work throughout your entire jurisdiction. Provide census tracts if possible.

Champaign County works throughout its jurisdiction in unincorporated parts of the County, but the following Census Tracts include the properties identified for this grant application:

- 17019005401 (outside Urbana)
- 17019005402 (outside Urbana)
- 17019005500 (outside Urbana)
- 17019000800 (in City of Champaign)
- 17019010500 (in Village of Foolsland)

30. If you listed specific neighborhoods above, provide an explanation as to why you are targeting these areas.

Our current focus for securing and improving blighted properties is in the unincorporated area east of Urbana because that is where complaints have directed our resources for a number of years. We have noted an increased renter population and decreased investments in unincorporated Urbana.

The one property in the City of Champaign, owned by the County, was a unique circumstance of establishing a park for a low-income neighborhood on a vacant residential lot; the non-profit which managed the playground disbanded, and it fell into disrepair. The County did not have the funding to maintain the playground and mitigate criminal issues there, and was forced to demolish the playground and put the lot up for sale. As of November 2018, the lot is still for sale, so the County must maintain fencing, recover garbage and debris, and cut weeds and grass until sold.

SCORING CATEGORY 4: BUDGET AND COST REASONABLENESS

DRAFT

MAXIMUM 20 POINTS

Total grant request amount as reported above: \$ 75,000.00

31. Please provide an estimated budget for each of the following eligible activities under the Program. It is acceptable to submit previous eligible activities occurring after January 1, 2017. Your grant request amount should equal your total budget amount.

ELIGIBLE EXPENSE CATEGORY	NUMBER OF ACTIVITIES/ OCCURRENCES	BUDGET	AVERAGE AMOUNT PER OCCURRENCE
Cutting of neglected weeds or grass	16	\$ 2,360.00	\$ 147.50
Trimming of trees or bushes and removal of nuisance bushes	0	\$ 0.00	\$ 0.00
Extermination of pests or prevention of the ingress of pests	0	\$ 0.00	\$ 0.00
Removal of garbage, debris, and graffiti	0	\$ 0.00	\$ 0.00
Boarding up, closing off, or locking windows or entrances, or otherwise making the interior of a building inaccessible to the general public	0	\$ 0.00	\$ 0.00
Surrounding part or all of a property with a fence or wall, or otherwise making all/part of the property inaccessible to the general public	5	\$ 18,140.00	\$ 3,628.00
Demolition of abandoned residential property	3	\$ 54,500.00	\$ 18,167.00
Rehabilitation (strictly limited to address exterior building safety)	0	\$ 0.00	\$ 0.00
TOTALS	24	\$ 75,000.00	---

32. List what percentages of work/expenses under this grant that you estimate to be undertaken by the following parties:

Third-Party Vendors	96.85	%
In-House Staff	3.15	%
TOTAL	100.00	%

33. List what work/expenses you intend to be undertaken by in-house staff, if applicable.

Cutting neglected weeds or grass could be done by County facilities employees. All other grant activities will be contracted to third-party vendors. Not included in the grant request are the necessary personnel expenses for the inspections, document preparation, and communications with our State's Attorney's Office for enforcement activities and court cases. Preparing a property for a court case for just one abandoned property can easily require our one full-time enforcement staff member to devote all of their time for months.

34. Describe your process(es) for procuring third-party vendors for work under this grant, if applicable.

The Champaign County Board reviews larger expenditures in compliance with its Purchasing Policy (see Exhibit):

Section IV.2: The Purchase Requisition, invoice and shipping notice (if applicable), shall be the sole document required for the procurement and payment of goods/services whose monetary value does not exceed \$5,000.00.

Section V.2: For purchases of \$5,000-\$30,000, the department shall obtain a minimum of three written quotes.

35. Describe the specific steps that you will take to ensure that all costs under this grant are reasonable.

1. We gathered related invoices from 2015-2018 and used their average cost to create an estimate for each proposed activity.
2. We culled the list of potential expenses over the next two years; we started with over \$100,000 in activities, but culled that down to \$75,000.
3. If awarded the grant, we will follow the Champaign County Purchasing Policy, which builds in a 3-bid process; we are required to accept the lowest bid that meets the requirements of the grant program and capacity to complete the given

SCORING CATEGORY 5: READINESS TO PROCEED

MAXIMUM 20 POINTS

36. To demonstrate your reasonable work plan and timeline, please complete the following chart, detailing the activities that you have already undertaken or plan to undertake with this grant. Estimate to the best of your ability, and provide as much information as possible (and as applicable) to illustrate that this grant would be expended in a timely manner, thereby maximizing the immediate impact.

Grantees may submit eligible expenses that occurred on after January 1, 2017 for reimbursement under Round 4

ACTIVITY ¹	DATE RANGE TO PERFORM ACTIVITY ²	EXPECTED DOLLARS EXPENDED	NUMBER OF PROPERTIES AFFECTED	ADDITIONAL INFORMATION
1. Cut weeds/grass at County-owned vacant properties until they are sold	2018 and 2019 mowing seasons	\$ 2,360.00	3.00	2603 Campbell, Champaign
2. Install fencing	2019	\$ 10,125.00	3.00	___ Linear feet at 306 Ferguson, ___ Linear feet at 300 Main, and ___ Linear feet at 207 Main, Foosland
3. Install fencing	2019	\$ 1,600.00	1.00	404 S Dodson, Urbana
4. Demolish house	2019	\$ 17,000.00	1.00	404 S Dodson, Urbana
5. Demolish house	2019/2020	\$ 21,300.00	1.00	207 Main St, Foosland
6. Demolish house	2019/2020	\$ 16,200.00	1.00	300 Third Street, Foosland
7. Install fencing	2020	\$ 3,500.00	1.00	103 and 106 Paul Avenue, Champaign
8. Maintain fencing contract for County owned properties until they are sold	2020	\$ 3,200.00	3.00	306 Ferguson, 300 Main, 207 Main, 103 and 106 Paul, 2603 Campbell, 1101 Carroll, 504 S Dodson

If you need to report more activities, duplicate this page

¹Activities include, for example, posting bids, selecting 3rd party contractors, performing eligible activities, submitting proof of payment to IHDA

²Include activities that occurred on or after January 1st, 2017.

37. Please complete the following chart, detailing what specific properties you intend to perform or have already performed eligible grant activities on under this grant. Indicate whether or not you have already performed activities that you will seek reimbursement for on the properties listed.

Grantees may submit eligible expenses that occurred on or after January 1, 2017 for reimbursement under Round 4

#	ADDRESS	PIN NUMBER	CITY	ZIP CODE	PAST ACTIVITIES?
1	2603 Campbell Dr	41-14-35-353-017	Champaign	61821	Yes
2	1101 Carroll Ave	30-21-09-126-028	Urbana	61802	Yes
3	504 S Dodson Dr	30-21-15-178-011	Urbana	61802	Yes
4	404 S Dodson Dr	30-21-15-178-004	Urbana	61802	No
5	306 Ferguson St	02-01-17-413-002	Foosland	61845	Yes
6	300 Third St	02-01-17-413-001	Foosland	61845	No
7	207 Main St	02-01-17-404-007	Foosland	61845	No
8	103 Paul Ave	25-15-31-355-006/007	Champaign	61822	No
9	106 Paul Ave	25-15-31-352-010	Champaign	61822	No
10					(Select)
11					(Select)
12					(Select)
13					(Select)
14					(Select)
15					(Select)
16					(Select)
17					(Select)
18					(Select)
19					(Select)
20					(Select)
21					(Select)
22					(Select)
23					(Select)
24					(Select)
25					(Select)

If you need to report more properties, duplicate this page

38. Please utilize this space to provide us with any additional information regarding your organization's readiness to proceed in carrying out this grant that you were not already able to describe in the questions above.

EXHIBIT CHECKLIST

DRAFT

Submit your completed application and all supporting attachments to the Authority via email at APPinfo@ihda.org. All materials must be digital; no hard copies will be accepted. Each exhibit must be submitted as an individual PDF document; please follow the naming conventions indicated below. Please submit all pdf documents as zipped files; attachments cannot exceed 35MB. (Important Note: no .exe files should be included in your submission) Email one copy of your completed application package to APPinfo@ihda.org.

Application
Name: Application for <insert applicant name>

Audit
Applicants must provide a copy of their most recent independent financial audit. If a Management Letter was issued, a copy of the letter must also be attached. NOTE: Include any Management Response and/or Corrective Action Plan. The Management Response and/or Corrective Action Plan MUST be on applicant's letterhead and be signed by the Mayor, Chief Executive Officer, or chief executive of the applicant. IHDA reserves the right to use lack of corrective action or lack of response to findings to determine funding.
Name: Financial Audit for <insert applicant name>

Revitalization plans listed in questions #20 - 26
Name: Revitalization Plans for <insert applicant name>

Any additional and appropriate documents to support your proposal
Name: Additional Information for <insert applicant name>

STANDARD REQUIREMENTS AND CERTIFICATIONS **DRAFT**

Every grantee under the Program will be required to comply with these certifications and requirements as well as any additional certifications or requirements covered in the grant documents:

1. Applicant certifies that all statement herein are true, accurate, and complete;
2. Applicant is an eligible recipient of grant funds based on Section 381.201 of the Program Rules;
3. Applicant will not permit any discrimination on the basis of gender, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability in connection with its participation in the Program;
4. Applicant will ensure expenditures of grant funds are for eligible uses under the Program;
5. Applicant will maintain records in connection with administration of the Program for five years after the date of termination of the Commitment;
6. Applicant will comply with the terms and conditions of the Program;
7. Applicant will comply with monitoring and evaluation of the Program through the full Commitment period;
8. Applicant will comply with all prevailing wage requirements;
9. Applicant will comply with all federal/state/local laws and regulations, including, but not limited to historical preservation, environmental, demolition, and lead based paint laws; Applicant agrees and acknowledges that it is its responsibility to determine which laws and regulations apply;
10. Applicant certifies that all procurements/vendor contracts comply and will continue to comply with all applicable laws and regulations, including applicable municipal procurement policies and procedures;
11. Applicant certifies all properties assisted with this grant are Abandoned as defined by to Section 381.202 of the Abandoned Residential Property Municipality Relief Fund Program Rules; and
12. Applicant certifies that they have legal authority and rights to complete the demolition for all properties proposed.
13. Neither the applicant, nor its affiliates or related entities are delinquent in the payment of any debt to the State of Illinois (or if delinquent, has entered into a deferred payment plan to pay any debt)

On behalf of _____, I certify that the information contained herein accurately reflects my jurisdiction's commitment and ability to participate fully in the Abandoned Residential Property Municipality Relief Program.

Name

Title

Date

Signature of Authorized Official



**CHAMPAIGN COUNTY BOARD
HIGHWAY & TRANSPORTATION COMMITTEE
Summary of Action Taken at the November 9, 2018 Meeting**

MEMBERS PRESENT: Lorraine Cowart (Chair), Brad Clemmons, John Clifford, Jim McGuire, Max Mitchell, Chris Stohr, 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 – September 7, 2018	Approved
V. Public Participation	None
VI. Communications	None
VII. County & Township Motor Fuel Tax Claims – September & October 2018	Approved
VIII. Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the period of January 1, 2019 thru December 31, 2019.	*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating County Motor Fuel Tax Funds for the Salary and Estimated Expenses of the County Engineer for the period of January 1, 2019 thru December 31, 2019
IX. Agreement for County Engineer's Salary	*Information for Agenda item VIII
X. County Estimate of Maintenance Cost	*Information for Agenda item XI
XI. Resolution Appropriating County Motor Fuel Tax Funds for County Roads Maintenance Section #19-00000-00-GM	*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating County Motor Fuel Tax Funds for County Roads Maintenance Section #19-00000-00-GM
XII. Resolution Appropriating Additional County Motor Fuel Tax Funds for CH 23 (Dewey Elliott Road) Section #14-00438-00-RS	*RECOMMEND COUNTY BOARD APPROVAL of Resolution Appropriating Additional County Motor Fuel Tax Funds for CH 23 (Dewey Elliott Road) Section #14-00438-00-RS

Agenda Item

Action Taken

XIII. Other Business

****RECOMMEND COUNTY BOARD APPROVAL of Resolution Authorizing Execution of FY 2019 Downstate Operating Assistance Program (DOAP) Grant Agreement-Grant No. OP-19-26-IL, Agreement No. 4911 (19-1141-10796)***

- A. Approve Resolution Authorizing Execution of FY 2019 Downstate Operating Assistance Program (DOAP) Grant Agreement-Grant No. OP-19-26-IL, Agreement No. 4911 (19-1141-10796)

- B. Approval of Rural Transit Service Report for Fiscal Year 2018

****Received and placed on file. RECOMMEND COUNTY BOARD APPROVAL of Rural Transit Service Report for Fiscal Year 2018.***

XIV. Chair's Report

None

- XV. Designation of Items to be Placed on the Consent Agenda

VIII, IX, X, XI, XII, XIII

XVI. Adjournment

9:57 AM

*Denotes Inclusion on the Consent Agenda

Memorandum

To: Champaign County Board

From: Rita Morocoima-Black, CCRPC / CUUATS Planning and Community Development Director
Kristen Gisondi, CCRPC / Champaign County Program Compliance Oversight Monitor (PCOM)

Date: November 5, 2018

Re: Annual Rural Transit Service Report for Fiscal Year 2018

Background: A quarterly service report is prepared and submitted to Champaign County Rural Transit Advisory Group (RTAG), and annually, a compiled service report is presented to the Champaign County Board per the adopted RTAG bylaws. The attached service report was prepared by the Champaign County Program Compliance and Oversight Monitor (PCOM), and discussed and approved by the RTAG on November 14th, 2018. The attached annual report details rural public transportation services operated by Champaign-Urbana MTD from July 1st, 2017 through June 30th, 2018. All quarterly reports can be found on the C-CARTS website at <http://c-carts.com/performance/>.

C-CARTS had 2,782 registered riders as of June 30, 2018, an increase of 9% from FY17. Total rides for FY18 were 26,134, a 20% increase from FY17.

Notable Events:

- January 5, 2018 – FY2018 DOAP Grant Agreement was fully executed by IDOT, with the 65% reimbursement rate and \$720,256 total funding available.
- February 14, 2018 – The Rural Transit Advisory Group approved salary increases for C-CARTS employees. The operator hour wage increased from \$11.00 to \$11.52, and the dispatcher hourly wage increased from \$12.50 to \$12.96.
- April 12, 2018 – CAP-10-960-ILL Amendment No. 1 was fully executed by IDOT, an increase from \$15,780 to \$150,605 in total funding available.
- April 19, 2018 – Intergovernmental agreement between Champaign County and MTD executed by the County Board. The agreement outlined rent and hourly costs for FY19 and FY20. The monthly rent totals for July 1, 2018 through June 30, 2020 totals \$24,012.60 or \$2,001.05/month.
- May 29, 2018 – Changed the two, IDOT-awarded Super Medium Duty vehicles to two Medium Duty vehicles, which will fit current C-CARTS service better. The vehicles should arrive Summer/Fall 2019.
- June 4, 2018 – Champaign County purchased Foxster Solutions' ITS system, Trip Master, for C-CARTS services, in addition to ten Samsung tablets, ten tablet cases, 14 tablet car chargers, and 14 vehicle mounts. Reimbursement was received for \$94,106.58 on October 2nd, 2018.

Requested Action: Review and approve to be placed on file, the Champaign County Rural Transportation Annual Service Report including ridership and statistics for areas served in FY18 ending on June 30th, 2018.

Champaign County Area Rural Public Transportation System (C-CARTS) FY2018 Annual Service Report To Be Presented November 20th, 2018



The annual report below covers the last completed IDOT grant year – Fiscal Year 2018 from July 1st, 2017 to June 30th, 2018.

Grantee: Champaign County

Subcommittee & Oversight: Rural Transit Advisory Group (RTAG) & Champaign County Regional Planning Commission (CCRPC)

Operator: Champaign Urbana Mass Transit District (CUMTD)

Transit Service – The table below reflects C-CARTS trips per quarter for FY18*:

- **Trip type** indicates the purpose of each trip. Note: Trips to return home are classified by the trip's purpose preceding it. For example, if a rider goes to a doctor, then afterwards to a grocery store before returning home; the first trip would be medical and the return trip would be shopping.
- **Trips** are one-way rides, counted each time an individual rider enters and exits a vehicle. A round-trip would count as two trips.
- **Days** are the number of business days (normally M-F, except on Federal holidays and closures due to inclement weather) operated during the month.
- **Average Trips** is the total trips divided by total number of operating days.
- **Accessible services** include the number of trips requiring ADA Lift equipment to be used, and trips provided to older adults 60+ years of age.
- **Denials** are counted when a rider requests a trip that could not be accommodated.

*These numbers only reflect demand-response service, as these details are not tracked on the deviated-fixed route.

Quarter	Trip Type Breakouts*						Trips	Days	Daily Average	Accessibility*		Denials Trips
	Medical	Personal	Shopping	Social	Employment	Education				Lift	60+	
July – Sept	1,329	393	132	359	1,036	66	3,322	63	53	475	1,480	57
Oct – Dec	1,217	574	160	224	1,142	107	3,434	63	55	356	1,480	252
Jan – Mar	1,320	774	109	121	1,172	72	3,734	63	59	380	1,580	87
April – June	1,120	792	292	159	1,197	75	3,636	64	57	298	1,658	192
Total	4,986	2,533	693	863	4,547	320	14,126	253	56	1,509	6,198	586
Deviated-Fixed Route Totals (Trip Type Not Tracked)							12,008	253	47	Not Tracked		0

System Capacity – The table below reflects rural vehicle system services per quarter for FY18:

FY 2018	6-passenger	14-passenger	Miles	Vehicle Hours
July – Sept	2	6	97,297	4,205
Oct – Dec	2	6	94,887	4,245.5
Jan – March	2	6	102,971	4,386.75
April – June	2	6	95,927	4,245.75
Total	2	6	391,082	17,082.25

FY2018 Fiscal Report

FY2018 Quarterly Project Revenue

Quarter	Project Income / Fares	Service Contract Revenue	Total Revenue
Quarter 1	\$10,980.00	\$27,501.00	\$38,481.00
Quarter 2	\$15,832.00	\$27,501.00	\$43,333.00
Quarter 3	\$14,348.25	\$27,501.00	\$41,849.25
Quarter 4	\$19,549.53	\$27,501.00	\$47,050.53
Total	\$60,709.78	\$110,004.00	\$170,713.78

Fare Structure: 5311 trips that begin or end in the rural general public service area are \$5 each way. Riders age 60+ are eligible for a \$2 one-way fare. Personal Care Assistants ride for free, and children age 12 and under ride for \$1 each way. Trips that begin and end in Rantoul are \$2 each way, regardless of passenger's age.

Grant Funding

Total FY 2018 Federal Award: \$153,871

Total FY 2018 State Award: \$566,385

Combined Federal and State Grant Awards: \$720,256

Fiscal Year 2018	Total Eligible Expenses	Project Income	Service Contract Revenue	Total Revenue	Expended Federal	Remaining Federal	Expended State	Remaining State	Total Expended Grant Funds	Total Remaining Grant Funds
Quarter 1	\$165,334	\$10,980	\$27,501	\$38,481	\$82,087	\$71,784	\$44,766	\$521,619	\$126,853	\$593,403
Quarter 2	\$166,295	\$15,832	\$27,501	\$43,333	\$71,784	\$0	\$51,178	\$470,441	\$249,815	\$470,441
Quarter 3	\$151,049	\$14,348	\$27,501	\$41,839	\$0	\$0	\$109,200	\$361,241	\$359,015	\$361,241
Quarter 4	\$167,904.09	\$19,550	\$27,521	\$47,051	\$0	\$0	\$120,854	\$240,387	\$479,869	\$240,387

*Note: Numbers in this table are rounded to the nearest dollar.

FY18 Total New C-CARTS Riders = 224

Figures in the table below are the number of new registered riders over the last completed fiscal year, based on their provided home address.

Rural Demand Zone Communities	FY18 Start	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	FY18 New Riders	Total Riders End FY18	
DRZ1	Dewey	11	0	0	0	0	1	12
	Fisher	19	1	0	0	0	4	23
	Foosland	1	0	0	0	0	1	2
	Gifford	17	0	0	0	0	4	21
	Ludlow	23	2	0	1	1	1	24
	Penfield	9	2	1	0	0	2	11
	Rantoul	1,355	67	27	27	48	186	1,541
	Thomasboro	25	1	1	1	1	5	30
DRZ2	Allerton	2	0	0	0	0	0	2
	Broadlands	1	0	0	0	0	0	1
	Homer	18	0	0	0	0	2	20
	Longview	2	0	0	0	0	1	3
	Ogden	3	0	0	0	0	1	4
	Philo	8	0	0	0	1	0	8
	Royal	0	0	0	0	0	0	0
	Saint Joseph	43	0	0	2	2	7	50
	Sidney	6	0	1	0	0	4	10
DRZ3	Ivesdale	1	0	0	0	0	0	1
	Pesotum	5	0	0	1	0	1	6
	Sadorus	3	0	0	0	0	0	3
	Tolono	36	5	0	2	0	13	49
DRZ4	Mahomet	88	1	4	1	2	18	106
	Seymour	4	0	0	1	1	0	4
	Bondville	1	0	0	0	0	0	1
CUMTD District	Champaign	214	2	5	2	7	24	238
	Savoy	6	0	0	0	1	2	8
	Urbana	319	2	2	3	4	22	341
Outside County Riders	35	1	1	1	0	4	39	
Registered Riders	2,558	85	44	45	50	224	2,782	

Notes on Residency of Riders:

- Residency is based on the zip code of the home address provided by the rider.
- Outside County Registered Riders – These registered riders’ home addresses are outside of the county, but at some point they traveled within Champaign County.

COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda
County of Champaign, Urbana, Illinois
Summary of Action Taken Tuesday, November 13, 2018

<u>Agenda Items</u>	<u>Action</u>
I. <u>Call To Order</u>	6:32 p.m.
II. <u>Roll Call</u>	21 members present
III. <u>Approval of Agenda/Addenda</u>	Approved
IV. <u>Approval of Minutes</u>	
A. Committee of the Whole - October 9, 2018	Approved
B. County Executive Transition Committee – November 1, 2018	Approved
V. <u>Public Participation</u>	Cheri Hayes
VI. <u>Communications</u>	Stohr discussed an Anti-Stigma Event
VII. <u>Justice & Social Services</u>	
A. Monthly Reports –	
1. Animal Control – September 2018	All reports received and placed onfile
2. Emergency Management Agency – September & October 2018	
3. Head Start – September 2018	
4. Public Defender – September & October 2018	
5. Probation & Court Services – September 2018 & 3 rd Quarter Statistical Report	
6. Veterans' Assistance Commission – September 2018	
B. Emergency Management Agency	<i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the Application For, & If Awarded, Acceptance of Illinois Emergency Management Agency Performance Grant, Term 10/1/2018-12/31/2019</i>
1. Request Approval of Application For, & If Awarded, Acceptance of Illinois Emergency Management Agency Performance Grant, Term 10/1/2018-12/31/2019	
C. Other Business	None
D. Chair's Report	None
E. Designation of Items to be Placed on the Consent Agenda	B1
VIII. <u>Policy, Personnel, & Appointments</u>	
A. Presentation on Illinois State Association of Counties Membership	Information Only
B. Appointments/Reappointments (<i>italicized name indicate incumbent</i>)	
1. Deputy Sheriff's Merit Commission – Term 12/1/2018-11/30/2024	<i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Reappointing Sami Anderson to the Deputy Sheriff's Merit Commission, Term 12/1/2018-11/30/24</i>
• Sami Anderson	

Committee of the Whole
Finance; Policy, Personnel, & Appointments; Justice & Social Services
Action Taken at November 13, 2018 Meeting
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- | | |
|---|--|
| 2. Animal Control Administrator – Term
12/1/2018-11/30/2020
Applicant: <ul style="list-style-type: none">• <i>Stephanie Joos</i> | <i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Reappointing Stephanie Joos as the Animal Control Administrator, Term 12/1/2018-11/30/2020</i> |
| 3. Public Aid Appeals Committee – Term
12/1/2018-11/30/2020 (R)
Applicant: <ul style="list-style-type: none">• <i>James Rusk</i> | RECOMMEND COUNTY BOARD APPROVAL of a Resolution Reappointing James Rusk to the Public Aid Appeals Committee, Term 12/1/2018-11/30/2020 |
| 4. Senior Services Advisory Board – Various Terms <ul style="list-style-type: none">• <i>Sonja Vickers - Unexpired Term Ending 11/30/2020</i>• <i>Cynthia Bell – Unexpired Term Ending 11/30/2019</i>• <i>Jimmy Kaiser – Unexpired Term Ending 11/30/2019</i>• <i>Linda Hascall – Term 12/1/2018-11/30/2021</i>• <i>Tami Fruhling-Voges – Term 12/1/2018-11/30/2021</i> | <i>*RECOMMEND COUNTY BOARD APPROVAL of Resolutions Appointing the following to the Senior Services Advisory Board: Sonja Vickers - Unexpired Term Ending 11/30/2020; Cynthia Bell – Unexpired Term Ending 11/30/2019; Jimmy Kaiser – Unexpired Term Ending 11/30/2019; Linda Hascall – Term 12/1/2018-11/30/2021; Tami Fruhling-Voges – Term 12/1/2018-11/30/2021</i> |
| 5. Zoning Board of Appeals – 3 Positions, Term
12/1/2018-11/30/2023
Applicants: <ul style="list-style-type: none">• <i>Theodore Hartke (Sidney Twp)</i>• <i>Marilynn Lee (S. Homer Twp)</i>• <i>Lawrence Wood (Newcomb Twp)</i> | <i>*RECOMMEND COUNTY BOARD APPROVAL of Resolutions Appointing Marilyn Lee and Lawrence Wood to the Zoning Board of Appeals, Term 12/1/2018-11/30/2023</i> |
|
 | |
| C. Sheriff | |
| 1. Request Evaluation of Crime Analyst Position by the Job Content Evaluation Committee | Approved |
|
 | |
| D. County Board of Health | |
| 1. Request Approval of Revised Appendix A to Agreement Between the CUPHD and the County of Champaign and Champaign County Health Department for the Provision of Public Health Services by CUPHD to the Champaign County Health Department | RECOMMEND COUNTY BOARD APPROVAL of the Revised Appendix A to Agreement Between the CUPHD and the County of Champaign and Champaign County Health Department for the Provision of Public Health Services by CUPHD to the Champaign County Health Department |
| 2. Request Approval of an Ordinance Amending Chapter 5 of the Health Ordinance of Champaign County for Retail Food Program Ordinance | <i>*RECOMMEND COUNTY BOARD APPROVAL of an Ordinance Amending Chapter 5 of the Health Ordinance of Champaign County for Retail Food Program</i> |
| 3. Request Approval of Champaign County Public Health Department Retail Food Program Enforcement Policy | <i>*RECOMMEND COUNTY BOARD APPROVAL of an Ordinance for the Champaign County Retail Food Program Enforcement Policy</i> |
|
 | |
| E. County Clerk | |
| 1. October 2018 Report | Received and placed on file |

Committee of the Whole
Finance; Policy, Personnel, & Appointments; Justice & Social Services
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- F. County Administrator
1. Administrative Services Monthly Report – October 2018 Received and placed on file
- G. Other Business
1. Resolution Supporting the Re-alignment of Region 2 (East Central) Economic Development Region and the Addition of Douglas County into Local Workforce Investment Area (LWIA) 17 Realignment of Local Workforce Innovation Area (LWIA) 17 ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Supporting the Re-alignment of Region 2 (East Central) Economic Development Region and the Addition of Douglas County into Local Workforce Investment Area (LWIA) 17 Realignment of Local Workforce Innovation Area (LWIA) 17***
- H. Chair's Report
1. County Executive Appointments Expiring December 31, 2018: Information Only
 - Champaign-Urbana Mass Transit District (2 Positions)
 - Mental Health Board (2 Positions)
- I. Designation of Items to be Placed on the Consent Agenda BI-2; B4; B5-Lee & Wood Only; D2-3

IX. Finance

- A. Budget Amendments/Transfers
1. Budget Amendment 18-00057 Fund 091 Animal Control / Dept. 248 Animal Impound Services
Increased Appropriations: \$8,700
Increased Revenue: \$4,500
Reason: Under Budgeted for Fee Reimbursement. The Fee is Collected from the Pet Owner and Reimbursed to the City. No Monies were Budgeted for 534.66 in FY2018. We Did Not Enter into a Contract until After the Budget Cycle. ****RECOMMEND COUNTY BOARD APPROVAL of Resolutions Authorizing Budget Amendments 18-00057;18-00060; 18-00062;18-00063;18-00064;18-00066;18-00067; and 18-00068***
 2. Budget Amendment 18-00060 Fund 075 Regional Planning Commission / Dept. 886 Garden Hills Energy Efficiency Initiative
Increased Appropriations: \$210,000
Increased Revenue: \$210,000
Reason: Door to Door Canvassing; Energy Efficiency Workshop & Kit Distribution; Home Efficiency Program; LED Front Yard Lighting ***RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Budget Amendment 18-00065***
 3. Budget Amendment 18-00062 Fund General Corporate / Dept 036 Public Defender
Increased Appropriations: \$1,692
Increased Revenue: \$1,692
Reason: to Use Revenue from Sales of Assets for Other Equipment

Committee of the Whole
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4. Budget Amendment 18-00063
Fund 476 Self-Funded Insurance / 118
Property/Liability Insurance
Increased Appropriations: \$381,000
Revenue: None: from Fund Balance
Reason: Payment of Claim Settlements &
December Premium (FY2018)
5. Budget Amendment 18-00064
Fund 476 Self-Funded Insurance / Dept. 119
Workers' Compensation Insurance
Increased Appropriations: \$125,000
Revenue: None: from Fund Balance
Reason: Payment of Claims for Remainder of
FY2018
6. Budget Amendment 18-00065
Fund 080 General Corporate /
Dept. 041 State's Attorney
Increased Appropriations: \$65,000
Revenue: None: from Fund Balance
Reason: to Fund Litigation Efforts in the Carle
Property Tax Case. These Appropriations will be
used for Expert Witnesses, Case Data Trial Prep,
and Related Costs.
7. Budget Amendment 18-00066
Fund 076 Tort Immunity Tax /
Dept. 075 General County
Increased Appropriations: \$42,000
Revenue: None: from Fund Balance
Reason: for Increases in Workers'
Compensation Rates Paid from the Tort
Immunity Fund
8. Budget Amendment 18-00067
Fund 080 General Corporate / Fund 040 Sheriff
Increased Appropriations: \$11,024
Increased Revenue: \$21,611
Reason: Additional Hours for Security for the
Luke Bryan Farm Tour. Even with the Benefit
Costs the Revenue Exceeded the Expenditure
9. Budget Amendment 18-00068
Fund 080 General Corporate / Dept. 040 Sheriff
Increased Appropriations: \$58,083
Revenue: None: from Fund Balance
Reason: to Cover Wage Shortages Due to the
Payment of Benefits Upon Termination of
Employment by 13 Employees

B. Treasurer

- | | |
|--|-----------------------------|
| 1. Monthly Report – October 2018 | Received and placed on file |
| 2. General Corporate Fund Cash Flow Report
Presentation | None |

Committee of the Whole
Finance; Policy, Personnel, & Appointments; Justice & Social Services
Action Taken at November 13, 2018 Meeting
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- C. Auditor
1. Monthly Report – October 2018 Received and placed on file
- D. Circuit Clerk
1. Request Approval of an Intergovernmental Agreement Between Champaign County, Illinois, the Champaign County Circuit Clerk, the Village of Mahomet, Illinois & the Mahomet Police Department for Electronic Citation Program Fees ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing an Intergovernmental Agreement Between Champaign County, Illinois, the Champaign County Circuit Clerk, the Village of Mahomet, Illinois & the Mahomet Police Department for Electronic Citation Program Fees***
- E. State's Attorney
1. Renewal of State's Attorney's Appellate Prosecutor Program FY2019 ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the Renewal of State's Attorney's Appellate Prosecutor Program FY2019***
- F. Information Technology
1. Recommendation for Award of Contract to DEVNET Inc. Pursuant to RFP 2018-003 for Integrated Property Tax Assessment, Extension & Collection System ****RECOMMEND COUNTY BOARD APPROVAL of Award of Contract to DEVNET, Inc. Pursuant to RFP 2018-003 for Integrated Property Tax Assessment, Extension & Collection System***
- G. County Administrator
1. FY2018 General Corporate Fund Budget Projection & Budget Change Reports Received and placed on file
 2. Annual Budget & Appropriation Ordinance ****RECOMMEND COUNTY BOARD APPROVAL of the FY2019 Annual Budget & Appropriation Ordinance***
 3. Annual Tax Levy Ordinance ****RECOMMEND COUNTY BOARD APPROVAL of the FY2019 Annual Tax Levy Ordinance – Champaign County, Illinois***
 4. Resolution Forgiving Loans from the Champaign County General Corporate Fund to the Nursing Home Fund Authorized by Resolutions No. 9892 & No. 10097, Renewed by Resolution No. 10188 ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Forgiving Loans from the Champaign County General Corporate Fund to the Nursing Home Fund Authorized by Resolutions No. 9892 & No. 10097, Renewed by Resolution No. 10188***
 - a. Budget Amendment 18-00061 Fund 080 General Corporate / Dept. 075 General County Increased Appropriations: \$500,000 Revenue: None; from Fund Balance Reason: To recognize bad debt pursuant to a resolution forgiving loans to the Champaign County Nursing Home Granted for the purpose of fulfilling employee payroll and vendor account obligations in 2017 by Resolution No.'s 9892 and 10097, Renewed by Resolution No. 10188. ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Budget Amendment 18-00061***
- H. Other Business None
- I. Chair's Report None

Committee of the Whole
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J. Designation of Items to be Placed on the Consent Agenda A1-5; A7-9; D1; E1; F1; G2-4a

X. Other Business

1. Motion (procedural) to have the Champaign County Board Chair inform the United Counties Council of Illinois (UCCI) of its interest in accepting, if offered, the proposal by the UCCI to pay for Champaign County's Annual National Association of Counties (NACo) fees. Approved

2. Closed Session Pursuant to 5 ILCS 120/2 (c) 11 to Consider Litigation Which is Probable, Imminent, or Pending Against Champaign County Approved-Closed Session at 8:15 p.m.

XI. Adjournment

8:33 p.m.

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. 2018-391

PAYMENT OF CLAIMS AUTHORIZATION

November, 2018

FY 2018

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$8,186,435.01 including warrants 582057 through 583568 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 \$8,186,435.01 including warrants 582057 through 583568 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-392

PURCHASES NOT FOLLOWING PURCHASING POLICY

November 2018

FY2018

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on November 27, 2018 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

FOR COUNTY BOARD APPROVAL
11/20/18

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT	Dept. Total
NO PURCHASE ORDER ISSUED							
** Court's Automation Fund	613-030-522.44	VR#613-009	10/28/18	Computers ordered 8/15	Dell Marketing LP	\$ 21,495.96	
FY2017 PAYMENTS MADE IN FY2018							
** County Motor Fuel Tax	085-060-544.11	VR#085-62	10/02/18	Lincoln Ave project 12/3-31/17	City of Urbana	\$ 282.38	
** Nursing Home	081-various	VR#044-371	03/12/2018	Therapy srvc & fin chrgs Apr'17	CCT-NH Advance -Healthpro	\$ 24,701.31	

***According to Illinois Attorney General and Champaign County State's Attorney,
the Purchasing Policy does not apply to the office of elected officials***

** Paid-For information only

RESOLUTION NO. 2018-393

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00065

Fund: 080 General Corporate
Dept. 041 State's Attorney

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
533.07 Professional Services	\$60,000
533.29 Computer/Information Technology Services	<u>\$5,000</u>
Total	\$65,000
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
Total	\$0

REASON: to Fund Litigation Efforts in the Carle Property Tax Case. These Appropriations will be used for Expert Witnesses, Case Data Trial Prep, and Related Costs.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

ORDINANCE NO. 2018-10

FY2019 ANNUAL BUDGET AND APPROPRIATION ORDINANCE

WHEREAS, the Finance Committee of the Whole of the County Board of Champaign County, Illinois, has considered and determined the amounts of monies estimated and deemed necessary expenses to be incurred by and against the County of Champaign, State of Illinois, within and for the fiscal year beginning January 1, 2019 and ending December 31, 2019, and has further proposed County expenditures in the attached recommended Budget; and

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

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

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

WHEREAS, the Regional Planning Commission’s legal level of budgetary control is by fund. Transfers between any line items in the same department or group of departments within the same fund may be made by notifying the county Auditor on standardized forms;

NOW, THEREFORE, BE IT ORDAINED by the Champaign County Board that the attached recommended Budget is hereby adopted as the Annual Budget and Appropriation Ordinance of Champaign County for the fiscal year beginning January 1, 2019 and ending December 31, 2019. The full budget is available on the County website at the following link <http://www.co.champaign.il.us/CountyBoard/Budget.php>.

PRESENTED by the County Board of Champaign County, Illinois, at the recessed October, A.D. 2018 session.

PRESENTED, PASSED, APPROVED, AND RECORDED by the County Board of Champaign County, Illinois, this 27th day of November, A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

AYE ____ NAY ____ ABSENT ____

ATTEST:

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

RESOLUTION NO. 2018-394

RESOLUTION APPOINTING JAMES RUSK TO THE
PUBLIC AID APPEALS COMMITTEE

WHEREAS, Champaign County Board Chair C. Pius Weibel has submitted to the County Board the appointment of James Rusk to the Public Aid Appeals Committee; and

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

WHEREAS, the Policy, Personnel & Appointments Committee of the Whole has approved the appointment of James Rusk to the Public Aid Appeals Committee and recommends approval of same to the Champaign County Board;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of James Rusk to the Public Aid Appeals Committee for a term commencing December 1, 2018 and ending November 30, 2020; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to: James Rusk, 607 E. Sangamon, Rantoul, IL 61866.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

RESOLUTION NO. 2018-395

RESOLUTION APPROVING REVISED APPENDIX A TO THE AGREEMENT
BETWEEN THE CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT,
THE COUNTY OF CHAMPAIGN, AND THE CHAMPAIGN COUNTY HEALTH
DEPARTMENT FOR THE PROVISION OF PUBLIC HEALTH SERVICES BY THE
CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT
TO THE CHAMPAIGN COUNTY HEALTH DEPARTMENT

WHEREAS, The Champaign County Board adopted Resolution No. 2018-327 on September 20, 2018, authorizing an agreement between Champaign-Urbana Public Health District (CUPHD), the County of Champaign, and the Champaign County Health Department for provision of public health services by CUPHD to the Champaign County Health Department for a term beginning January 1, 2019 and ending December 31, 2023: and

WHEREAS, CUPHD, the County of Champaign, and the Champaign County Health Department have agreed to utilize Appendix A, as revised and attached to this resolution; and

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes that Appendix A, as revised, to the Agreement Between the Champaign-Urbana Public Health District, the County of Champaign, and the Champaign County Health Department for the Provision of Public Health Services by the Champaign-Urbana Public Health District to the Champaign County Health Department.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

APPENDIX A

I. ENVIRONMENTAL HEALTH

The following environmental health services supplement the Local Health Protection Grant environmental health programs.

- A. Community surveillance, education and prevention to prevent mosquito-borne viruses including West Nile virus.
 - a. Performance of environmental surveillance, public information, human case investigation and prevention of mosquito-borne diseases such as West Nile viral encephalitis and other vector-borne diseases. These activities are funded by an Illinois Department of Public Health [IDPH] grant to the County Health Department.
 - b. The Public Health District presently is operating under the Intergovernmental Agreement between the Champaign-Urbana Public Health District, the City of Champaign, the City of Urbana and the Village of Savoy for the *Culex* Mosquito Prevention Program effective April 1, 2011. The Village of Savoy is participating in this program at no expense to the County Health Department. The Village of Savoy is paying for its participation in this program.
- B. Radon test kit distribution and community education to promote radon awareness and mitigation. These activities are funded by a grant from the Illinois Emergency Management Agency to the Public Health District.
- C. Perform services within the county jurisdiction pursuant to the grant agreements for the body art program, tanning program and the summer food inspection program. These services are funded by IDPH grants to the Public Health District.
- D. Well water testing for non-valid public health significance [i.e., for any reason other than a reason for which testing is required under the potable water supply program standard], as interpreted by IDPH, is a fee-for-service program. Interpretation and dissemination of laboratory test results for coliform bacteria from the IDPH laboratory will be performed. Fees shall be paid according to the fee schedules and payments will be made to the County Health Department.

II. WELLNESS & HEALTH PROMOTION

- A. Personal Responsibility Education Program (PREP)—Illinois Department of Human Services
 - a. Services are in Champaign County
 - b. The funds come directly to the Public Health District.
 - c. The Public Health District can provide comprehensive sex education programming to any school in Champaign County that has a student population of at least 40% minority (African American, Hispanic/Latino, more than 1 race).
 - d. During FY19 the Public Health District will be in two schools outside of Champaign-Urbana (CU)
 - i. JW Eater Jr. High School in Rantoul
 - ii. Ludlow Grade School in Ludlow.

- B. Tobacco Enforcement Program (TEP)—Illinois Department of Human Services
 - a. Service area is Champaign, Urbana and Rantoul
 - b. The funding comes directly to the Public Health District.
 - c. Work with police departments to ensure tobacco vendors are complying with minimum age laws
 - d. Conduct three checks per year: usually in October, February and May

- C. IL Tobacco Free Communities (ITFC)—IL Dept of Public Health
 - a. For FY19—The Public Health District is applying as a Region with the Public Health District serving as the Lead Agent for a region consisting of the cities of Champaign and Urbana, Champaign County and Douglas County.
 - b. The grant activities for this fiscal year are the same for the entire region:
 - 1. Enforcing Smoke-free IL Act
 - 2. Electronic-cigarette (E-cig) free policies/ordinances
 - 3. Building support for a Tobacco 21 ordinance that makes the legal age to purchase tobacco products 21.
 - 4. Support health care systems in tobacco cessation treatment and referral to IL *Tobacco Quitline*

- D. Teen pregnancy & sexually-transmitted disease (STD) prevention education in Champaign County schools with a student population less than 40% minority (Funded by the County Health Department).
 - a. The service area for this program can be any school inside Champaign County but outside of C-U with a student population of less than 40% minority students

- E. Child Dental Service (Funded by the County Health Department)
 - a. Dental Services to children age 0-18 living in Savoy, IL who are covered by Illinois Medicaid or Medicaid Managed Care Organization (MCO). Services will include preventative and restorative care.
 - b. Dental Services to children age 0-5 living in Champaign County who are actively enrolled in the Maternal Child and Health (MCH) program and covered by Illinois Medicaid or MCO. Services will include preventative and restorative care.

III. EMERGENCY PREPAREDNESS

A. Public Health Emergency Preparedness (Awarded by the Illinois Department of Public Health)

- a. The Public Health District and Champaign County both receive Public Health Emergency Preparedness federal funding from the CDC. IDPH is the awarding agency for these non-competitive grants.
- b. Grant activities include assessing, prioritizing, building, and exercising resource elements, tasks, and functions of the Centers for Disease Control and Prevention's (CDC) 15 Public Health Emergency Preparedness (PHEP) capabilities National Standards needed to prevent, mitigate, and recover from the top hazards to public health within Champaign County.
- c. Grantees throughout the state conduct activities that repair regionally or jurisdictionally-determined public health or healthcare preparedness gaps identified through exercises, events, and other public health preparedness risk assessment and planning.
- d. Grant deliverables include, but are not limited to:
 1. NIMS training per IDPH Training and Exercise guidance
 2. Annual exercise or event with an after-action review/improvement plan.
 3. Annual update to the PHEP Capability Planning Guide Assessment
 4. Annual Training and Exercise Planning Workshop
 5. Active participation in the Champaign County Regional Healthcare Coalition
 6. Medical Countermeasure operational readiness
 7. Medical Reserve Corps Unit affiliation and drill
 8. IPHMAS drill, IL HELPS Drill, after-hours IC Staff Alert and Assembly Drill, and monthly Starcom21 network drills with partners.

RESOLUTION NO. 2018-396

BUDGET AMENDMENT

November 2018

FY 2018

WHEREAS, The County Board has approved the following amendment to the FY2018 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2018 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2018 budget.

Budget Amendment #18-00069

Fund: 080 General Corporate
Dept. 127 Veterans Assistance Commission

<u>ACCOUNT DESCRIPTION</u>		<u>AMOUNT</u>
Increased Appropriations:		
533.54 Assistance to Veterans		<u>\$5,000</u>
	Total	\$5,000
Increased Revenue:		
363.10 Gifts & Donations		<u>\$5,000</u>
	Total	\$5,000

REASON: Increase Appropriations to Expend Donations Received for Veterans Assistance

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

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

FUND 080 GENERAL CORPORATE

DEPARTMENT 127 VETERANS ASSISTNC COMSSN

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-127-533.54 ASSISTANCE TO VETERANS	80,000	79,769	84,769	5,000
TOTALS	80,000	79,769	84,769	5,000

INCREASED REVENUE BUDGET:

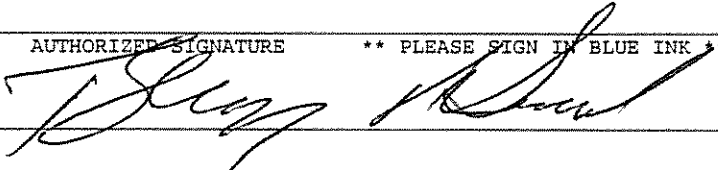
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-127-363.10 GIFTS AND DONATIONS	0	0	5,000	5,000
TOTALS	0	0	5,000	5,000

EXPLANATION: INCREASE APPROPRIATIONS TO EXPEND DONATIONS RECEIVED FOR VETERANS ASSISTANCE.

DATE SUBMITTED:

11/14/2018

AUTHORIZED SIGNATURE



** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

RESOLUTION NO. 2018-407

RESOLUTION FOR AUTHORIZATION OF FACSIMILE SIGNATURES FOR THE CHAMPAIGN COUNTY
TREASURER'S ACCOUNTS AND CHAMPAIGN COUNTY COLLECTOR'S ACCOUNTS

WHEREAS, John Farney, Champaign County Treasurer, requests that the County Board of the County of Champaign approve authorization of facsimile signatures for disbursement of funds.

NOW THEREFORE BE AND IT IS HEREBY RESOLVED, that the financial institutions which have been designated as a depository of the funds of Champaign County in which a disbursement account is maintained is hereby authorized and directed to honor checks or drafts for the payment of money drawn on said account in the name of Champaign County, Champaign County Treasurer when bearing or purporting to bear the signatures of Laurel Lunt Prussing, County Treasurer and George Danos, County Auditor.

BE IT FURTHER RESOLVED that the financial institutions which have been designated as a depository of the funds of the Champaign County Collector in which a disbursement account is maintained is hereby authorized and directed to honor checks or drafts for the payment of money drawn on said account in the name of Champaign County, Champaign County Treasurer when bearing or purporting to bear the facsimile signatures of Laurel Lunt Prussing, County Treasurer, and/or Maurice Bouslog, Deputy County Treasurer; Amy Foster, Senior Administrative Secretary.

BE IT FURTHER RESOLVED that all term investment accounts shall require signatures of Champaign County Treasurer-Collector Laurel Lunt Prussing or Deputy Treasurer Maurice Bouslog.

BE IT FURTHER RESOLVED that the financial institutions shall be entitled to honor and to charge the Account of Champaign County, the Champaign County Treasurer or Champaign County Collector for all checks or drafts regardless of by whom or by what means the facsimile signature or signatures may have been affixed, if such facsimile signatures resemble the facsimile specimens duly certified to be filed with such financial institutions.

BE IT FURTHER RESOLVED that the effective date of this Resolution shall be December 1, 2018.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 27th day of November 2018.

Gordy Hulten, County Clerk &
Ex-officio Clerk of the Champaign
County Board

C. Pius Weibel, Chair
Champaign County Board

RESOLUTION NO. 2018-408

RESOLUTION FOR AUTHORIZATION OF SIGNATURES FOR THE CHAMPAIGN COUNTY
TREASURER'S ACCOUNTS, CHAMPAIGN COUNTY COLLECTOR'S ACCOUNTS, AND INVESTMENT
INSTRUMENTS OR INVESTMENT ACCOUNTS

WHEREAS, John Farney, Champaign County Treasurer, requests that the County Board of the County of Champaign approve authorization of signatures for deposit of funds, and

WHEREAS, all demand accounts and investment accounts with sweep features established as Champaign County Treasurer's accounts will require the following signatures:

1) Laurel Lunt Prussing, Champaign County Treasurer, and 2) George Danos, County Auditor.

NOW THEREFORE BE IT RESOLVED that all checking accounts established as Champaign County Collector's accounts will require the following signatures: 1) Laurel Lunt Prussing, Champaign County Treasurer-Collector, and 2) Maurice Bouslog, Deputy Treasurer and/or 3) Amy Foster, Senior Administrative Secretary.

BE IT FURTHER RESOLVED that all term investment accounts shall require signatures of Champaign County Treasurer-Collector Laurel Lunt Prussing or Deputy Treasurer Maurice Bouslog.

BE IT FURTHER RESOLVED that any investment withdrawn must be re-deposited into designated checking accounts as approved above. Reinvestment of matured investments and interest earned may be directly deposited to the investments accounts. All revenues, except investment interest to be reinvested, and all approved expenditures to be paid shall be processed through the above designated checking accounts.

BE IT FURTHER RESOLVED that the effective date of this Resolution shall be December 1, 2018.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 27th day of November 2018.

Gordy Hulten, County Clerk &
Ex-officio Clerk of the Champaign
County Board

C. Pius Weibel, Chair
Champaign County Board

RESOLUTION NO. 2018-397

RESOLUTION APPROVING PROPERTY, LIABILITY,
AND WORKER'S COMPENSATION INSURANCE POLICIES

WHEREAS, The Champaign County Board annually approves insurance policies for the County's various property, liability, and worker's compensation insurance needs for the ensuing fiscal year; and

WHEREAS, the Champaign County Administrative Services Department has, with the assistance of Dimond Brothers Insurance Agency, the County's insurance broker, solicited quotations from the market and negotiated with current providers, and as a result provides the following recommendation for the County's insurance policies for the period from December 1, 2018 to December 1, 2019:

- Property/inland marine/boiler and machinery coverage provided by Cincinnati Insurance company in the amount of \$176,505;
- Liability coverage for Champaign County provided by ICRMT in the amount of \$238,162;
- Liability two-year tail coverage for the Champaign County Nursing Home provided by ICRMT in the amount of \$484,726;
- Student Accidental Death & Dismemberment coverage for the Champaign County Head Start program provided by Capitol Indemnity in the amount of \$916;
- Worker's Compensation coverage for Champaign County provided ICRMT in the amount of \$221,628;
- Flood Insurance coverage for Champaign County provided by NFIP/Selective Flood in the amount of \$12,050;
- Unemployment Insurance coverage for Champaign County provided by ICRMT as a rate of 1.797% of the first \$12,960/earned/employee (**policy year January 1, 2019 to December 31, 2019**);

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, Illinois that the following insurance proposals are accepted and approved as the policies to cover Champaign County's property, liability, and worker's compensation insurance needs for the period from December 1, 2018 to December 1, 2019:

- Property/inland marine/boiler and machinery coverage provided by Cincinnati Insurance company in the amount of \$176,505;
- Liability coverage for Champaign County provided by ICRMT in the amount of \$238,162;
- Liability two-year tail coverage for the Champaign County Nursing Home provided by ICRMT in the amount of \$484,726;

- Student Accidental Death & Dismemberment coverage for the Champaign County Head Start program provided by Capitol Indemnity in the amount of \$916;
- Worker's Compensation coverage for Champaign County provided ICRMT in the amount of \$221,628;
- Flood Insurance coverage for Champaign County provided by NFIP/Selective Flood in the amount of \$12,050;
- Unemployment Insurance coverage for Champaign County provided by ICRMT as a rate of 1.797% of the first \$12,960/earned/employee (**policy year January 1, 2019 to December 31, 2019**);

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November 2018.

C Pius Weibel, Chair
Champaign County Board

Attest:

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

Premium Summary

Line of Business	Expiring Premium - 2017	Renewal Premium - 2018	% Change
ICRMT			
Crime	\$ 6,579	\$ 5,005	-23.92%
Automobile Liability	\$ 22,326	\$ 20,493	-8.21%
Auto Physical Damage (Highway)	\$ 6,725	\$ 8,200	21.93%
Auto Physical Damage (EMA)	\$ 954	\$ 1,051	10.17%
General Liability (Nursing Home)	\$ 71,443	\$ 13,465	-81.15%
Errors & Omissions	\$ 62,562	\$ 37,123	-40.66%
General Liability (County)	\$ 59,725	\$ 43,200	-27.67%
Law Enforcement Liability	\$ 97,268	\$ 81,692	-16.01%
Excess Liability (County)	\$ 135,813	\$ 14,361	-89.43%
Excess Liability (Nursing Home)	\$ 37,945	\$ 6,732	-82.26%
Cyber Liability	\$ 3,700	\$ 6,840	84.86%
Total ICRMT	\$ 505,040	\$ 238,162	-52.84%
Workers Compensation			
	\$ 258,038	\$ 221,628	-14.11%
<i>Payroll</i>	<i>\$ 39,456,973</i>	<i>\$ 32,739,021</i>	<i>-17.03%</i>
Cincinnati			
Property (County)	\$ 112,777	\$ 115,244	2.19%
Property (Nursing Home)	\$ 27,112	\$ 2,328	-91.41%
Inland Marine	\$ 41,364	\$ 47,409	14.61%
Boiler & Machinery	\$ 14,091	\$ 11,524	-18.22%
Total Cincinnati	\$ 195,344	\$ 176,505	-9.64%
NFIP/Selective Flood			
101 E Main	\$ 4,672	\$ 4,950	5.95%
204 E Main	\$ 4,672	\$ 4,950	5.95%
108 S Webber	\$ 2,032	\$ 2,150	5.81%
Total NFIP/Selective	\$ 11,376	\$ 12,050	5.92%
Capitol Indemnity			
Student AD&D	\$ 916	\$ 916	0.00%



Dimond Bros.
Insurance Since 1867

Rock Hill			
Pollution Legal Liability	\$ 16,592	\$ -	
ICRMT			
2 Year Tail Coverage Nursing Home	\$ -	\$ 484,726	
Total Premium	\$ 987,306	\$ 1,133,987	14.86%

- This is an estimate that includes one month of premium for the nursing home and a 2 year claim reporting extension

Notes on Renewal:

- Liability and Workers Compensation Premium is down due to removal of nursing home.
- The Liability for the Nursing Home is on a Claims Made Basis:
 - CLAIMS-MADE FORM
 - This coverage provides protection for only those claims arising from an accident or negligent act, which occur and are reported during the policy period. To provide coverage for acts that occurred prior to the dates stated on the policy a Prior Acts, or Retroactive Date endorsement must be used. These endorsements extend the coverage back to the retroactive dates stated on the endorsement, allowing you to keep coverage in force under consecutive Claims-Made policies.
 - Due to this, we have quoted a Claim Extended Reporting Period (ERP) of 2 years.
 - This is a one time premium for 2 years of coverage.

Named Insured

Date



Dimond Bros.
Insurance Since 1867

COVERAGE SUMMARY: GENERAL LIABILITY

COVERAGE

	LIMITS
Each Occurrence	\$1,000,000
General Annual Aggregate	\$3,000,000
Products/Completed Operations Annual Aggregate	\$1,000,000

Self-Insured Retention: \$250,000 each occurrence

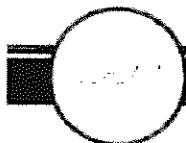
Sexual Abuse Liability – Claims Made

Each Occurrence	\$1,000,000
Annual Aggregate	\$1,000,000
Retroactive Date:	12/01/2006
Innocent Party Defense Coverage Included	

Self-Insured Retention: \$250,000

COVERAGES INCLUDE

- Liquor Liability
- Medical Professional (Excluding Doctors & Dentists)
- Special Events
- Terrorism
- Volunteers
- Non-Auditable
- Herbicides & Pesticides



COVERAGE SUMMARY: LAW ENFORCEMENT LIABILITY

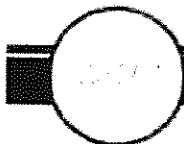
COVERAGE

	LIMITS
Each Occurrence	\$1,000,000
General Annual Aggregate	\$3,000,000

Self-Insured Retention: \$250,000 each occurrence

COVERAGES INCLUDE

- Auxilliary Officers
- Intergovernmental/Mutual Aid Agreements
- Jails/Holding Cells
- Good Samaritan
- Commandeered Autos



COVERAGE SUMMARY: AUTO LIABILITY & PHYSICAL DAMAGE

AUTO LIABILITY

LIMITS

Each Occurrence \$1,000,000

Self-Insured Retention: \$250,000 each occurrence

UNINSURED & UNDERINSURED MOTORIST LIABILITY

Each Occurrence NOT COVERED

AUTO PHYSICAL DAMAGE

Total Scheduled Value \$2,781,600

Total Agreed Value \$0

Number of Vehicles 177

Comprehensive Per Loss Deductible: \$25,000

Collision Per Loss Deductible: \$25,000

*Or as indicated on the Schedule

COVERAGES INCLUDE

- | | |
|---|-----------|
| • Automatic Liability for Newly Acquired Vehicles (Non-Auditable) | Included |
| • Newly Acquired Automobiles Physical Damage (Non-Auditable) | \$500,000 |
| • Hired/Non-Owned Liability | Included |
| • Hired Auto Physical Damage | Included |
| • Garagekeepers Legal Liability – per Occurrence | \$100,000 |
| • Pollution Caused by Upset/Overturn | Included |
| • Commandeered Autos | Included |
| • Loss of Use and Lease Gap Coverage | Included |
| • Rental Reimbursement | Included |



COVERAGE SUMMARY: PUBLIC OFFICIALS LIABILITY

COVERAGE

LIMITS

Each Occurrence \$1,000,000
Annual Aggregate \$1,000,000

Retroactive Date: 01/01/1996

Employment Practice Liability

Retroactive Date: 01/01/1996

Employee Benefits Liability

Retroactive Date: 12/01/2013

Self-Insured Retention: \$250,000

COVERAGES INCLUDE

- Non-Monetary Legal Defense
Each Occurrence \$25,000
Annual Aggregate \$50,000
- Sexual Harassment
- Discrimination
- Wrongful Termination
- FOIA/Open Meetings Act
- Attorney's Professional



COVERAGE SUMMARY: CYBER LIABILITY

COVERAGE

LIMITS

Privacy & Network Security Coverage

Each Claim

\$1,000,000

Annual Aggregate

\$1,000,000

Retroactive Date: **12/01/2017**

Self-Insured Retention: \$250,000

COVERAGES INCLUDE

- Notification Costs
- Credit Monitoring
- Breach Consultation
- Data Forensic Expenses
- Public Relations Expenses

SERVICES AVAILABLE

- Systems Testing and Consulting
- Online Risk Management Resources
- Training and Educational Programs



COVERAGE SUMMARY: EXCESS LIABILITY

		LIMITS
General Liability	Excess of \$1,000,000 Per Occurrence	\$9,000,000
Law Enforcement Liability	Excess of \$1,000,000 Per Occurrence	\$9,000,000
Auto Liability	Excess of \$1,000,000 Per Occurrence	\$9,000,000
Public Officials (Claims Made)	Excess of \$1,000,000 Per Occurrence	\$9,000,000

COVERAGES EXCLUDED

- Sanitary Sewer Backup
- Sexual Abuse
- Uninsured/Underinsured Motorist Coverage
- Workers Compensation and Employers Liability
- Unmanned Aircraft



COVERAGE SUMMARY: CRIME

COVERAGE	LIMIT
Blanket Employee Dishonesty	\$500,000
Loss Inside the Premises - Money & Securities	\$500,000
Loss Outside the Premises	\$500,000
Money Orders and Counterfeit Currency	\$500,000
Depositors Forgery or Alterations	\$500,000
Computer Fraud	\$500,000
Funds Transfer Fraud	\$500,000

Deductible: \$5,000

The ICRMT Crime Form includes coverage for any of your officials who are required by law to give bonds for the faithful performance of their service against Loss through the failure of any Employee under the supervision of that official to faithfully perform his or her duties as prescribed by law and will meet the requirements for Public Officials bonds up to the statutory limit or policy limit, whichever is less.



COVERAGE SUMMARY: WORKERS' COMPENSATION

COVERAGE

	LIMIT
Workers' Compensation	Statutory
Employer's Liability Limit	
Each Accident	\$2,500,000
Each Employee for Disease	\$2,500,000

Self-Insured Retention: \$300,000

ICRMT FEATURES AND BENEFITS

- Volunteers Covered
- Payrolls are subject to an annual audit
- Enhanced Case Management
- Tailored Risk Management Services
- Online Claims Reporting
- Crisis Management Assistance
- Terrorism Coverage Included
- ICRMT Trust Agreement contains a resolution making the program non-assessable



**ILLINOIS COUNTIES RISK MANAGEMENT TRUST
UNEMPLOYMENT INSURANCE PROPOSAL**

Named Insured: Champaign County'
1776 E. Washington
Urbana, IL 61802-

Agency Name: Dimond Bros - Main Office

Quote Number: R9-1000247-1920-01

Program Year: 01/01/2019-01/01/2020

Deductible: \$0

Rate: 1.797%

ICRMT Features and Benefits:

- Pre-separation assistance and legal council
- Review of tax rate for potential savings
- Handling of claims and auditing benefit charge statements
- Assisting with appeals as well as hearing preparation and representation

Acceptance Statement:

Please accept this as a formal confirmation that all terms and conditions of the proposed insurance program by the Illinois Counties Risk Management Trust are accepted effective (01/01/2019)

Signature of Official

Date



ILLINOIS COUNTIES RISK MANAGEMENT TRUST UNEMPLOYMENT INSURANCE PROPOSAL

Named Insured: Champaign County
1776 E. Washington
Urbana, IL 61802-

Agency Name: Dimond Bros - Main Office

Quote Number: R9-1000247-1920-01

Program Year: 01/01/2019-01/01/2020

Terms and Conditions:

- Payment terms are "pay as you go" quarterly. After each quarterly wage statement is received, an invoice will be sent to the insured for the premium due based on the taxable wages and applicable policy rate.
- Policy is only cancellable at program anniversary and after 30 day written notice is given. If required notice is not given, full estimated premium is earned, due and payable.
- By electing to become a reimbursable employer, the State of Illinois requires an entity to maintain this status for at least two calendar years.
- All terms and conditions of membership in the Illinois Counties Risk Management Trust are set forth in the Trust by-laws and Membership Agreement. A copy of this document is available for your review.
- Policy premium is fully earned upon inception.

The following must be received prior to binding:

- Signed Proposal

RESOLUTION No. 2018-398

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 office-holder 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 position qualifies for membership in IMRF:

<u>TITLE OF ELECTED POSITION</u>	<u>DATE POSITION BECOMES QUALIFIED</u>
County Executive	December 1, 2018

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE
COUNTY ENGINEER

1605 E. MAIN STREET

(217) 384-3800
FAX (217) 328-5148

URBANA, ILLINOIS 61802

To: Giraldo Rosales, Chair of Policy, Personnel & Appointments Committee

Memo Requesting Creation and Evaluation of a Road Foreman Position

Due to the recent retirement announcement by our Highway Maintenance Supervisor the Highway Department is re-aligning our supervisory structure and would like to add an AFSCME Union position of Road Foreman in our department. This position would be in lieu of our Highway Maintenance Supervisor and would report directly to the Assistant County Engineer. The timeliness of this creation/evaluation is crucial to the safe operations of our maintenance crew for the snow and ice season.



Jeff Blue
County Engineer

CHAMPAIGN COUNTY HIGHWAY DEPARTMENT

JEFF BLUE
COUNTY ENGINEER

1605 E. MAIN STREET

(217) 384-3800
FAX (217) 328-5148

URBANA, ILLINOIS 61802

To: Giraldo Rosales, Chair of Policy, Personnel & Appointments Committee

Memo Requesting Evaluation of Assistant County Engineer's Position

Due to the recent retirement announcement by our Highway Maintenance Supervisor the Highway Department is re-aligning our supervisory structure which will add significant additional responsibility to the Assistant County Engineer's position. The timeliness of this evaluation is crucial to the safe operations of our maintenance crew for the snow and ice season.



Jeff Blue
County Engineer



Memorandum

To: Members of the Champaign County Board
From: Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director
Kristen Gisondi, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation
Date: November 15, 2018
Re: FY2019 Section 5311 Grant Agreement – Grant No. OP-19-26-FED, Agreement No. 4967

Requested Action: Approve Resolution Authorizing Execution of FY2019 Section 5311 Grant Agreement – Grant No. OP-19-26-FED, Agreement No. 4967

Background: On April 19, 2018, the Champaign County Board authorized the application for \$153,871 in Section 5311 (rural public transportation funding) with Resolution #2018-93. Champaign County submitted separate applications to the Illinois Department of Transportation (IDOT) for state and federal funding for FY2019 on April 23, 2018. On November 14, 2018, CCRPC staff received the federal Section 5311 grant agreement for Champaign County's partial execution for the same amount requested and previously approved by the County Board.

The amount of this grant agreement is \$153,871.00.

PART TWO ATTACHMENT 3
RESOLUTION NO. 2018-405

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF FEDERAL 5311 GRANT AGREEMENT

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

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

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 et seq. to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF Champaign County:

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2019 for the purpose of off-setting a portion of the Public Transportation Program operating deficits of Champaign County.

Section 2. That while participating in said operating assistance program the Champaign County will provide all required local matching funds.

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

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

Section 5. That the County Administrator of Champaign County is hereby authorized and directed to execute and file on behalf of Champaign County a Section 5311 Grant Agreement ("Agreement") with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2019.

Section 6. That the County Administrator is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2019.

PRESENTED and ADOPTED this 27 day of November, 2018

(Signature of Authorized Official)

(Attest)

(Title) County Board Chair

(Date)

Agreement No. 4967 (19-0338-10834)

\$ 153,871.00, of which \$ 153,871.00, are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this agreement.

1.3 Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is IL-2018-XXX, IL-2017-037, IL-2016-034, IL-18-X031, IL-18-X029, IL-18-X028, the Federal awarding agency is FTA, and the Federal Award date is 9/22/2017. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is Formula Grants for Rural Areas and Number is 20.509. The Catalog of State Financial Assistance (CSFA) Number is 494-80-0338. The State Award Identification Number is 0338-10834.

1.4 Term. This Agreement shall be effective on 07/01/2018 and shall expire on 06/30/2019 unless terminated pursuant to this Agreement.

1.5 Certification. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

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State of Illinois UNIFORM GRANT BUDGET TEMPLATE

Budget Narrative Summary—When you have completed the budget worksheet, transfer the totals for each category to the spaces below to the uniform template provided (SECTION A & B). Verify the total costs and the total project costs. Indicate the amount of State requested funds and the amount of non-State funds that will support the project.. (Note: The State, Non-State, and Total cost amounts for each line item below are auto-filled based upon the entries in the preceding budget tables 1-14 and 16. The State and Non-State Total amounts from Table 15 above, Grant Exclusive Line Item(s), must be entered into this table by hand due to the possibility of there being more than one Grant Exclusive Line Item table. Once the Grant Exclusive Line Item(s) amounts are entered into this table, the State Request amount, Non-State Amount and the Total Project Costs will be calculated automatically. It is imperative that the summary tables be completed accurately for the Budget Narrative Summary to be accurate.)

Budget Category	State	Non-State	Total
1. Personnel	\$63,939.00	\$315,677.00	\$379,616.00
2. Fringe Benefits	\$30,933.00	\$152,723.00	\$183,656.00
3. Travel	\$337.00	\$1,663.00	\$2,000.00
4. Equipment			
5. Supplies	\$17,517.00	\$86,483.00	\$104,000.00
6. Contractual Services	\$14,653.00	\$72,347.00	\$87,000.00
7. Consultant (Professional Services)	\$337.00	\$1,663.00	\$2,000.00
8. Construction			
9. Occupancy (Rent and Utilities)	\$4,046.00	\$19,967.00	\$24,013.00
10. Research and Development (R & D)			
11. Telecommunications	\$758.00	\$3,742.00	\$4,500.00
12. Training and Education	\$2,021.00	\$9,979.00	\$12,000.00
13. Direct Administrative Costs	\$11,532.00	\$56,945.00	\$68,477.00
14. Other or Miscellaneous Costs	\$7,798.00	\$38,502.00	\$46,300.00
15. GRANT EXCLUSIVE LINE ITEM(S)			
16. Indirect Costs			
State Request	\$153,871.00		
Non-State Amount		\$759,691.00	
TOTAL PROJECT COSTS			\$913,562.00

182

Memorandum

To: Champaign County Board
From: Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director
Kristen Gisondi, CCRPC / Champaign County Program Compliance Oversight Monitor (PCOM)
Date: November 15, 2018
Re: Recommendation to Approve Champaign County's Application for Competitive Federal Transit Administration Funds

Background: The Human Services Coordination Research (HSCR) Program is funded through the Public Transportation Innovation Program, 49 U.S.C. 5312(b), and will build upon identified gaps in services or planning activities for the improvement of services, as outlined in a locally developed Coordinated Public Transit-Human Services Transportation Plan. The Federal Transit Administration will award capital or operating assistance to implement a coordinated public transportation project that offers innovative solutions to improve local coordination or access to coordinated transportation services. The HSCR program is an opportunity for communities to put into practice innovative ideas, practices, and approaches to address the overall coordination goals of the Human Service Transportation Plan at the local level.

The Illinois Department of Transportation informed the Regional Planning Commission that the FTA application had to be submitted by Champaign County, not the Regional Planning Commission, five days before the grant application was due. Since there was no time to get approval from the County Board, the Regional Planning Commission submitted the grant application on November 13th without presenting to the County Board first.

Human Service Transportation Plan survey respondents have long identified the need for easily accessible transportation information in Champaign County and the other counties within Region 8 (Champaign, Clark, Coles, Cumberland, DeWitt, Douglas, Edgar, Macon, Moultrie, Piatt, Shelby & Vermillion). This identified need led to the formulation of a goal in the Champaign-Urbana Urbanized Area Transportation Plan to create a One-Call One-Click Center. The call center would provide callers with travel training instructions, ride scheduling, out-of-county transportation coordination, and eligibility determination. Also, transit-dependent populations, such as seniors, persons with disabilities, and individuals with low-incomes will be able to more easily access information through a simple phone call than an Internet resource.

The HSCR grant opportunity requires a 50 percent match for operational costs and 20 percent match for capital costs. The Community Foundation of East Central Illinois, Champaign-Urbana Mass Transit District, and the Illinois Department of Transportation Office of Intermodal Transportation have pledged local match to this project, if awarded. The proposed project request is \$240,595 with a local match of \$132,080.

Staff Recommendation: Approve application for competitive federal transit funds to implement a One-Call One-Click Center in Champaign County.

RESOLUTION NO. 2018-406

RESOLUTION AUTHORIZING CHAMPAIGN COUNTY'S APPLICATION FOR COMPETITIVE FEDERAL TRANSIT ADMINISTRATION FUNDS

WHEREAS, THE COUNTY OF CHAMPAIGN ("County") supports the access to, and availability of, transportation information in Champaign County through grant funding allocated by the Federal Transit Administration for Access & Mobility Partnership Grants;

WHEREAS, the Federal Transit Administration made available \$2,434,767 in funding for a Human Services Coordination Research Program with funds available under the Public Transportation Innovation Program (Catalog of Federal Domestic Assistance (CFDA) number: 20.514);

WHEREAS, the County as legal recipient for Section 5311 and Downstate Operating Assistance funds, designates oversight responsibilities of rural public transportation funding within Champaign County to its Regional Planning Commission ("RPC");

WHEREAS, the County understands the advantages of promoting improved access to and availability of public transportation and other local mobility options to its residents;

WHEREAS, the County understands the Champaign-Urbana Urbanized Area Human Service Transportation Plan listed a goal to create a One-Call One-Click Center to improve local mobility;

WHEREAS, the County acknowledges that additional grant funds will be required to achieve aforementioned goal; and

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorized the County Board Chair to authorize Champaign County's application for competitive Federal Transit Administration funds under the Human Services Coordination Research Program.

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November, 2018.

COUNTY OF CHAMPAIGN

Attest:

By: _____

By: _____

C. Pius Weibel, Chair

Gordy Hulten

Champaign County Board

Champaign County Clerk

Human Services Coordination Research(HSCR) Grant FY 2018(Operating & Capital Projects Only)

Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA? Yes No

Section I. Applicant Information

Organization Legal Name:

FTA Recipient ID Number:

- Applicant Eligibility:
- Direct or designated recipient
 - State
 - Federally recognized Native American Tribe
 - Operators of public transit area
 - Local government authority
 - Private non-profit org

- Population Served:
- Rural
 - Small Urbanized Area
 - Large Urbanized Area

Description of services provided and area served.

The Federal Transit Administration seeks to fund accessible projects like the Champaign County One-Call One-Click Center in order to improve coordination with seniors, individuals with disabilities, and low-income individuals. Champaign County improves mobility through the grant-funded, accessible rural transit system. In 2016, the Champaign County Regional Planning Commission, an entity within Champaign County, reached a 50-year milestone in promoting, planning, and facilitating improvements to the health, safety, welfare, education, economic conditions, environment, and development within the region. For more than 50 years, the Regional Planning Commission has handled grants and, implemented programs, and both coordinated and planned innovative transportation projects.

The Champaign County Regional Planning Commission routinely develops and distributes surveys routinely regarding local transportation as part of the development of transportation plans for the region. The 2016 survey results emphasized residents' issues such as connecting trips out of the county, scheduling rides to places outside of deviated fixed route, and difficulties reading schedules. But, most importantly, 20 percent of Champaign County residents rated finding transportation information as their biggest barrier to mobility in the community. Another 19 percent noted their confusion on how to ride the public transit services. Local transportation consumers also identified their challenges in accessing transportation information and receiving training for using the transit system as top issues to transportation coordination. Champaign County and surrounding county residents would strongly benefit from a one-call one-click center by facilitating trip connection using one or more transit services, teaching people to read schedules, providing information on using transit services, and assisting callers with eligibility determination for Medicaid and/or local senior or disability public transportation discounts.

Seniors, individuals with disabilities, and low-income individuals are known transit-dependent populations. Planners at the Regional Planning Commission analyze Census data to identify quantity and location of each transit dependent population in Champaign County and other Counties in Region 8. The Champaign-Urbana Mass Transit District formulates routes based on this data; however, many residents need to understand their transportation service options before attempting to use them. While the public transit systems share schedules and travel tips online, seniors, individuals with disabilities, and low-income individuals do not always have access to the Internet. According to the Pew Research Center, only 73 percent of Americans possessed a computer in 2015, while 95 percent of

Americans owned a cellphone in 2016. This number increases when landline phones are factored in, which means more people can access information through a call than a website.

All local transportation systems use phone services, but residents can sometimes be overwhelmed by options. Many residents do not know where to begin getting this information, according to 2016 survey data. The Regional Planning Commission would heavily market the call center by targeting seniors, individuals with disabilities, and low-income individuals via phone calls, mail, and radio ads. Once people understand the transit services available, they should be able to use them successfully.

The Champaign County One-Call One-Click Center would improve mobility in several ways such as increasing public transit, informing residents about the service, and receiving an increasingly higher volume of callers. The short term goals are tied to the methods of improving mobility and include increasing public transit ridership by 150 trips, reaching 1,000 residents by mail or phone to explain the service, and receiving 200 callers in the first four months of implementation. These objectives will be measured by the

Section II. Project Information

Project Title: Champaign County One-Call One-Click Center
(Descriptive title of this project)

Project Executive Summary:

The Champaign County One-Call One-Click Center would serve seniors, individuals with disabilities, and people with low-income by providing travel training information, ride scheduling, eligibility determination, and out-of-county trip coordination. By accessing this information through a simple phone call, these transit-dependent populations will more easily be able to learn their transportation options and increase their mobility.

Section III. Project Evaluation

*****Address each of the evaluation criteria as described in the Notice of Funding Opportunity.*****

Demonstration of Need

Coles County, a county 40 miles south of Champaign County, operated a one-call one-click center, TRIP, for several years until they lost funding in November 2015. Suddenly, hundreds of callers did not have their transportation questions answered. The impact of losing this service has not been directly studied, but a former employee of TRIP, Ashlee Hayes, said people still called the phone number months after the service ended because they were desperate for information. Most callers were seniors, individuals with disabilities, and low-income individuals, identified above as all transit dependent populations.

Older adults often have difficulties driving themselves due to limited physical capabilities, such as troubles seeing and hearing, stiff joints and muscles, slower reaction times, and dementia, among other challenges. Elderly individuals also face poverty at higher levels. According to a 2016 National Council on Aging study, over 25 million Americans aged 60 year or more are economically insecure, meaning they live at or below 250 percent of the federal poverty level (\$29,425 per year for a single person). In addition, 21 percent of married Social Security recipients and 43 percent of single recipients aged 65 and over depend on Social Security for 90 percent or more of their income. This leaves elderly individuals with almost zero disposable income for transportation. Individuals over the age of 65 represent 11 percent of the Champaign County population, according to United State Census Bureau 2016 data.

In the Champaign-Urbana Urbanized Area Human Service Transportation Plan (HSTP), poverty is defined as an annual income of \$12,486 or less for one person under the age of 65. The Office of Federal Register slightly increases the household threshold per additional household member. Low income individuals struggle with providing basic needs for themselves and their families, which leaves limited funds for personal transportation. Public transportation provides services for low-income individuals to locations in the community that they might otherwise be unable to reach for work, increasing their chance of employment and higher earnings. Over 21 percent of the Champaign County residents lives below the poverty level. This statistic includes a large number of college students living in the county,

as the community is home to the University of Illinois. Although, the included map of low-income individuals in the Region 8 HSTP for Champaign County shows the greatest concentration in student housing, there are also areas with a high concentration of low-income residents in other part of the community.

Many individuals with disabilities battle physical handicaps that prevent them from driving themselves. Disabilities can range from impediments of vision, movement, cognition, and hearing, along with other handicaps. Some public transit riders with a disability require some help or even a personal assistant during their ride. Champaign County residents have a disability population of 8.5 percent. Seniors have disproportionately high levels of disabilities at over 32 percent.

The Champaign County United Way 2-1-1 Information & Referral program connects callers with community services, health programs, and abuse counseling, among other service areas. The 2-1-1 Information & Referral program provides some transportation options; however, they do not focus specifically on mobility. The Regional Planning Commission has greater knowledge of available transit resources, and the call center would ideally assist callers in eligibility assessment for benefits such as Medicaid. Additionally, the intention of Champaign County is to eventually expand the call center's service area from Champaign County to all of the Region 8 Counties (Champaign, Clark, Coles, Cumberland, DeWitt, Douglas, Edgar, Macon, Moultrie, Piatt, Shelby and Vermillion). PATH 211 is a crisis hotline, as well as a resource to help individuals locate health and human s

Demonstration of Benefits

The Champaign County One-Call One-Click Center would enhance access to transportation services by guiding callers to the cheapest and most efficient options that best fit their needs. This could mean using public transit, volunteer driver services, taxis, or rideshares. The call center would seek to improve traveler experience by explaining exactly what to expect when they use the selected service, the service's cost, and how to schedule rides based on their desired time and destination. Call center employees would mail or email physical or digital copies of travel instructions to those residents who prefer written instructions. The call center employees will also serve as a liaison between public transit services in surrounding counties. In many cases, out-of-county rides cause problems since many public transit services are required to stay within their county's boundaries. Specifically, Champaign County veterans struggle to find rides to their appointments at the Veterans Facility in Vermillion County, the county east of Champaign County. In such cases, call center employees could find a transportation service that would bring the rider from Champaign County into Vermillion County. Volunteer organizations and taxi services can more easily cross county lines than public transit providers. From there, RIDES Rural Mass Transit District, Vermillion County's public transit service, would pick up the rider and take them to the Veteran Facility. Coordinating multiple services can be difficult for people with limited knowledge of or experience with public transit. Call center users would gain benefits such as saving money, time, and stress by getting travel training information from the employees at the One-Call One-Click Center. On the other hand, providers would increase ridership and decrease time spent explaining how to use services to a new rider, and the state could potentially decrease Medicaid and human service costs in Champaign County and surrounding counties, once the service is expanded.

The Champaign County One-Call One-Click Center would ultimately direct callers towards public transit options because they provide low-cost rides and serve the general public. The Champaign-Urbana Mass Transit District serves the urbanized area and provided over 11 million rides in fiscal year 2018, with a peak of 13.5 million rides in 2015. The Champaign County rural transit system (C-CARTS) provided over 26,000 trips in fiscal year 2018, a nearly 20 percent increase from fiscal year 2017. Champaign County staff fully expects the rural transit service to increase ridership even more as the Rantoul, Illinois routes become more popular. The Mass Transit District additionally operates the paratransit service, reducing the mobility limitations for those who live in the urbanized area.

The One-Call One-Click Center will provide some cost-saving measures to users. A report compiled by the Transit Cooperative Research Program in 2017 explained that non-emergent medical transportation is cheapest when riders use a public transit fixed route. Shared-ride demand-response services also reduce costs per trip. The Deficit Reduction Act of 2005 intends to slow spending growth for the Medicare and Medicaid entitlement programs, and despite the fact that Medicaid trips make up one percent of Medicaid costs, states are looking for ways to reduce non-emergent medical transportation spending. Instead of relying on private transportation entities, Medicaid patients can find cheaper options when using services like the ones proposed to be offered by the One-Call One-Click Center. Some patients forgo medical service if they cannot afford transportation to get there or cannot physically make the trip alone. Lack of transportation can affect health outcomes, especially in rural or medically underserved areas. The Champaign County One-Call One-Click center would address these problems by matching riders with services that fit their needs and budget.

Health

Demonstration of Coordination, Planning and Partnership

While Champaign County is the grantee of rural transit funds, the Champaign County Regional Planning Commission handles the grant funds, compliance, and the reporting required upon receiving state and federal funds. The Champaign County Rural Transit System began in 2011 and changed to the Champaign-Urbana Mass Transit District as the operator in 2014. As of the 2010 census, Champaign County had a population of 201,081. Champaign County employs over 900 people and will have an elected county administrator as of December 1st, 2018. An organizational chart for Champaign County and the Regional Planning Commission are included in this grant application.

The Champaign County Regional Planning Commission is an intergovernmental membership organization within Champaign County that provides a variety of programming in the areas of regional, environmental and transportation planning; economic, community, and workforce development; social services; early childhood education; and technical assistance in East Central Illinois. In 2016, the Champaign County Regional Planning Commission reached a 50-year milestone in promoting, planning, and facilitating improvements to the health, safety, welfare, education, economic conditions, environment, and development within our region. The Champaign County Regional Planning Commission has over 50 years of experience in promoting, planning, and facilitating improvements to the health, safety, welfare, education, economic conditions, environment, and development within our region. As a multi-faceted government agency, the Commission administers over 100 federal and state grants and contracts with an annual operating budget of \$25 million and a staff of over 230 professionals housed in 12 locations serving over 30,000 clients annually. The Commission works collaboratively with stakeholders to address community issues, create and advance comprehensive plans and strategies, and provide quality services to the residents of our region.

The Champaign County Regional Planning Commission collaborates with numerous private, government, and non-profit human services within the region to implement various human service and transportation planning projects and programs. The Champaign-Urbana Urbanized Area Transportation Study is a program within the Planning & Community Development Division at the Champaign County Regional Planning Commission. An organization chart may be viewed here: <https://ccrpc.org/staff/#chart>. The Champaign-Urbana Urbanized Area Transportation Study conducts transportation research and planning, promotes inter-agency cooperation and transportation systems, and is the Metropolitan Planning Organization responsible for administering the federally mandated transportation planning process for the Champaign-Urbana urbanized area in Illinois. The Champaign-Urbana Urbanized Area Transportation Study staff consists of five transportation planners, two transportation engineers, a human services transportation coordinator, a planning and development director, and an administrative secretary, along with multiple college interns who collect data and assist with planning projects.

Specifically, the Champaign-Urbana Urbanized Area Transportation Study completes annual reports on sidewalk accessibility, vehicle crashes, barriers to using public transportation services, traffic congestion, sustainable neighborhood scenario modeling, and safe walkways based on crime data, as well as many others. Local stakeholders and elected officials use the data to make decisions on budgeting and implementing transportation projects including transit projects. More information on the wide-range of extensive transportation services that the Champaign-Urbana Urbanized Area Transportation Study provides can be found at: <https://ccrpc.org/programs/transportation/planning-process/>.

Champaign County staff perform all Human Service Transportation Plan activities for Region 8 in Illinois and the Champaign-Urbana area, inc

Local Financial Commitment

The Community Foundation of East Central Illinois committed to donate \$2,000 as the capital funds local match requirement as part of their initiative to improve seniors' lives.

The Champaign-Urbana Mass Transit District pledged \$840 a month toward the call center room lease in their newly-renovated maintenance facility, a \$10,080 annual local match. The \$840 covers approximately half of the monthly lease amount.

The Illinois Department of Transportation (IDOT) will cover the remaining operational costs at \$95,000 as a "mobility management" line item in our FY19 state grant application and in future grant applications. John Marrella, Bureau Chief of Transit Operations at IDOT, acknowledges that Champaign County received enough state grant funds in FY19 to cover \$95,000 of the operational costs for the call center. If this grant opportunity is received, then IDOT will allow a specific line item for the call center operations in future grant awards.

All three organizations have provided letters of commitment for the call center.

Project Readiness

The short-term goals for the One-Click One-Call Center include increasing public transit ridership, reaching 1,000 residents by mail or phone to inform them about the services provided by the center, and receiving 200 callers in the first six months. These objectives will be measured by call center employees tracking information from people who phone in and from public transit ridership data. The number of unduplicated public transit riders and trips before and after the call center is in operation will also be an indicator.

The mid-range goals would be evaluated a year into implementation and include receiving survey feedback to help reshape the scope of services of the One-Click One-Call Center as needed. The Center would strive to serve 500 callers and schedule at least 400 trips within the year. Champaign County staff would analyze the call center data to identify the kinds of trips most people call request assistance about, the number of trips scheduled, the number of coordinated trips between multiple agencies, and additional information about the caller such as benefits and travel training directions. One year after implementation will be an ideal time to reevaluate the service and any strengths and weaknesses associated with it.

Long-term goals include improved access to medical appointments and improved access to services provided by the Veterans Affairs medical facility in Danville (Vermillion County). Champaign County veterans grapple with locating a ride to the Veterans Affairs facility, an institution based in neighboring Vermillion County. In addition, the call center would ideally increase public transit ridership by 1,000 trips overall within 18 months of implementation. Call center employees will track the number of trips, trip type, distance, any coordination required, eligibility registration, and other related data. Health Alliance and OSF Heart of Mary Medical Center, call center partners, have agreed to share surveys and other data on how their patients travel to medical appointments. Additionally, call center partners would give the Regional Planning Commission staff data on the number of times they direct clients to the call center. This data would serve as a long-term indicator for health improvement.

A reduced need for local volunteer driver programs would serve as another long-term indicator. Faith in Action and Family Services have agreed to share driver and trip data as part of their coordinated efforts to encourage their clients to use public transit when possible. Family Services Senior Resources and Champaign County Faith in Action currently provide data to the Regional Planning Commission as part of the working group relationship. The quantitative and qualitative information includes number of volunteer drivers, trips, main trip types, average driver age, travel time, and challenges to providing the service.

The process and outcome evaluations would consist of stakeholder and rider surveys. Many researchers, including Sen. et al. (2011) discovered that most mobility management programs used traditional transit performance measures such as rides, trips per hour, total passengers, denials, etc. The Champaign County call center employees would collect that quantitative information, as well as qualitative information to help understand project success. In recent years, federal and state programs have focused on customer service as an additional indicator of success.

The Regional Planning Commission will perform both process and outcome evaluations to determine the project's success. A process evaluation would be ideally conducted within six to seven months of program implementation, which would include call center employee interviews and surveys to those served by the call center. The survey would include optional questions on age, income, and whether the respondent has a disability. By asking these questions, Regional Planning Commission staff can identify how the call center helps target po

Technical, Legal, and Financial Capacity

Champaign County employs over 900 people and has a 2010 census population of 201,081, the 10th largest in Illinois. Home to the University of Illinois, Parkland College, and two major regional hospitals (Carle Foundation Hospital and OSF Heart of Mary Medical Center), Champaign County is a leader in education, health care, government, high technology, light industry and agriculture. Champaign County comprises 1,008 square miles, and agriculture take up most of the land usage. Multiple entities constitute Champaign County, such as the Auditor's office, Circuit Court, Champaign County Board, and Treasurer, among others. The Champaign County Board oversees all Champaign County Regional Planning Commission operations and includes the Regional Planning Commission in Champaign County audits.

The Champaign County Regional Planning Commission is a multi-faceted government agency that administers over 100 federal and state grants and contracts to deliver programs and services within its different divisions: Community Services, Planning and Community Development, and Head Start. With an annual operating budget of \$25 million and a staff of over 230 professionals in 12 locations, the RPC serves more than 30,000 clients each year.

In 1974, the Commission was designated as a Metropolitan Planning Organization (MPO). A Metropolitan Planning Organization (MPO) is a federally mandated and federally funded transportation policy-making organization that is made up of representatives from local government and governmental transportation authorities. The Champaign Urbana Urbanized Area Transportation Study (CUUATS) was established from the MPO designation.

Champaign County has strong leadership to design, implement, and oversee call center operations. The Regional Planning Commission's Planning and Community Development Director, Rita Morocoima-Black, possesses over 30 years of experience in transportation planning and engineering. Her past 14 years with the Champaign Urbana Urbanized Area Transportation Study have resulted in significant recommendations and changes to the local area transportation system including active transportation infrastructure, road diets, and the development of several Long Range Transportation Plans and associated performance measures. She has also led the development of a suite of interrelated models for land use, travel demand, greenhouse gases, population health, social costs, affordability, and accessibility used to evaluate different scenarios for the Long Range Transportation Plan. During her tenure, Ms. Morocoima-Black has served on a number of federal research and advisory committees and CUUATS' work has earned various awards and been highlighted in a variety of federal reports and publications.

The Human Service Transportation Coordinator works under the advisement of Ms. Morocoima-Black, with the support of other urban planner and engineers in the Champaign-Urbana Urbanized Area Transportation Study. Since most project funding comes from grants, the department has in-depth knowledge on local, state, and federal compliance requirements and performance reporting. The Regional Planning Commission fiscal department handles grant funds in collaboration with the department managers. The program compliance oversight monitor for Champaign County's downstate operating and federal funds keeps the Regional Planning Commission complaint through performance and fiscal reporting, along with updated procurement, Title VI, and many other policies. Champaign County's program compliance oversight monitor will dedicate time to the call center compliance, if this grant opportunity is received. The Planning and Community Development Division develops annual report cards for the Long Range Transportation Plan (<https://reportcard.cuuats.org/>) and Human Service Transportation Plan to track progress and determine which projects would best fit the community needs. For example, the Human Service Transportation Plan goals involve u

Project Budget (Capital Only)

Description	QTY	HSCR Amount	Other Federal Match	Local Match	Total Cost
Computer monitors	2			1,000	2,000
Desks/workstations	2	1,500			3,000
Computer software	2	2,125			4,250
Printer	1	550			550
Total:		7,800	0	2,000	9,800

Project Scalability

Is Project scope scalable? Yes No

If Yes, specify ICMA Funds necessary:

Provide explanation of scalability.

If the project needed to be scaled down, the interactive voice response system would be taken out, in addition to the marketing costs. While both would add value to the project, they are not absolute requirements for call center operations. The interactive voice response system would provide options to the callers based on their reason for calling while call center employees are not present. Heavily marketing the call center to transit-dependent populations would be strongly beneficial in getting more residents assisted. The marketing would consist of colorful, informational mailers, flyers, and yard signs. If both items were cut, the total budget cost would drop to \$213,000

A full budget and timeline are attached separately for this grant application.

Matching Funds Information

Matching Funds Amount:

Source of Matching Funds.

The Community Foundation of East Central Illinois committed to donate \$2,000 as the capital funds local match requirement as part of their initiative to improve seniors' lives.

The Champaign-Urbana Mass Transit District pledged \$840 a month toward the call center room lease in their newly-renovated maintenance facility, a \$10,080 annual local match. The \$840 covers approximately half of the monthly lease amount.

The Illinois Department of Transportation (IDOT) will cover the remaining operational costs at \$95,000 as a "mobility management" line item in our FY19 state grant application and in future grant applications. John Marrella, Bureau Chief of Transit Operations at IDOT, acknowledges that Champaign County received enough state grant funds in FY19 to cover \$95,000 of the operational costs for the call center. If this grant opportunity is received, then IDOT will allow a specific line item for the call center operations in future grant awards.

Supporting Documentation of Local Match.

All three organizations have provided letters of commitment for the call center local match. They are included in a PDF attachment with five other letter of support.

Project Timeline

Timeline Item Description	Timeline Item Date
Prepare website and phone line/IVR for call center	7/1/19
Distribute mail, post flyers around community, post on social media, phone calls to neighborhoods	7/1/19
Create ADA-accessible online documents, large print physical versions, and braille copies of marketi	7/1/19
Hire and train two part-time call center employees	7/1/19
Create database for storing caller information	7/1/19

Develop standards, protocols, and quality assurance planning	7/1/19
Call center office set-up	7/1/19
Meeting with partners/stakeholders to discuss operations (monthly)	7/1/19
CCRPC Staff/Call Center Employees collect data	7/1/19
Call center goes live	9/1/19
Meet with call center employees	12/1/19
Analyze initial data	12/1/19
Survey stakeholders and follow-up call center users	12/1/19
Restructure scope and procedures (if needed)	12/1/19
Three public meetings in target population neighborhoods to request community suggestions	4/1/20
Analyze first year data	7/1/20
Second round employee interviews	7/1/20
Presentation of outcomes to County Board, stakeholders, partners	7/1/20
Resource data maintenance	7/1/20
Distribute another round of mail, post flyers around community, post on social media, phone calls to	10/1/20
Meet with call center employees	12/1/20
Survey stakeholders and follow-up call center users	12/1/20

Congressional Districts (Place of Performance)

Congressional District	Congressional Representative
IL-013	Davis, Rodney
IL-015	Shimkus, John

RESOLUTION NO. 2018-399

RESOLUTION HONORING RETIRED COUNTY BOARD MEMBER
JACK ANDERSON

WHEREAS, Jack Anderson was sworn in as a Champaign County Board Member on December 1, 2014; and

WHEREAS, Jack Anderson has served the citizens of Champaign County as a representative of the Champaign County Board District 2 from December 1, 2014 until November 30, 2018; and

WHEREAS, during his tenure as a Champaign County Board Member Jack Anderson served on various Committees including: Committee of the Whole for Justice & Social Services, Finance, Policy, Personnel, & Appointments from 2014-2018; County Facilities from 2014-2018; County Administrator Search Committee in 2016 and the Litigation Committee in 2018; and

WHEREAS, during his tenure as a Champaign County Board Member Jack Anderson also served in a liaison position as the County Board's representative on the Lincoln Legacy Committee, the Champaign County Nursing Home Board of Directors; the Lincoln Heritage RC&D and as an alternate representative for Workforce Development; and

WHEREAS, during his tenure as a Champaign County Board Member Jack Anderson also served in a leadership role as the Chair of the Champaign County Nursing Home Board of Directors from 2017-2018; and

WHEREAS, the Champaign County Board seeks to publicly recognize the commitment and dedication of Jack Anderson who served the citizens of Champaign County as an elected official over a term of four years;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board hereby recognizes the service of Jack Anderson and the benefit that service brought to county government; and

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to Jack Anderson in recognition of his years of service to the citizens of Champaign County.

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

RESOLUTION NO. 2018-400

RESOLUTION HONORING RETIRED COUNTY BOARD MEMBER
MAX MITCHELL

WHEREAS, Max Mitchell was sworn in as a Champaign County Board Member on February 23, 2012; and

WHEREAS, Max Mitchell has served the citizens of Champaign County as a representative of the Champaign County Board District 3 from February 23, 2012 until November 30, 2012 and as a representative of Champaign County Board District 5 from December 1, 2012 until November 30, 2018; and

WHEREAS, during his tenure as a Champaign County Board Member Max Mitchell served on the various Committees including: Committee of the Whole for Justice & Social Services, Finance, Policy, Personnel, & Appointments from 2012-2018; and the Highway & Transportation Committee from 2012-2018; and

WHEREAS, during his tenure as a Champaign County Board Member Max Mitchell also served in a liaison position as the County Board's representative with the Board of Directors of Visit Champaign County as well as the County Board's representative with the Economic Development Corporation from December 19, 2017 until November 30, 2018; and

WHEREAS, during his tenure as a Champaign County Board Member Max Mitchell also served in a leadership role as the Vice-Chair of the Highway & Transportation Committee From March 23, 2017 until November 30, 2018; and

WHEREAS, the Champaign County Board seeks to publicly recognize the commitment and dedication of Max Mitchell who served the citizens of Champaign County as an elected official over a term of almost six years;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board hereby recognizes the service of Max Mitchell and the benefit that service brought to county government; and

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to Max Mitchell in recognition of his years of service to the citizens of Champaign County.

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

RESOLUTION NO. 2018-401

RESOLUTION HONORING RETIRED COUNTY BOARD MEMBER
PATTSI PETRIE

WHEREAS, Patti Petrie was sworn in as a Champaign County Board Member on December 6, 2010; and

WHEREAS, Patti Petrie has served the citizens of Champaign County as a representative of the Champaign County Board District 6 from December 6, 2010 until November 30, 2018; and

WHEREAS, during her tenure as a Champaign County Board Member Patti Petrie served on the various Committees including: Committee of the Whole for Highway & Transportation; Environment & Land Use; and County Facilities from 2010-2012; Committee of the Whole for Justice & Social Services, Finance, Policy, Personnel, & Appointments from 2010-2018; Litigation Committee from 2015-2018; Strategic Planning Committee from 2014-2018; County Administrator Search Committee in 2016; Facilities Finance Planning Committee in 2016 and the Environment & Land Use Committee from 2012-2018; and

WHEREAS, during her tenure as a Champaign County Board Member Patti Petrie also served in a liaison position as a County Board representative with the Regional Planning Commission from 2012-2016; the Extension Services Board, the Regional Office of Education and Workforce Development from 2014-2016; and

WHEREAS, during her tenure as a Champaign County Board Member Patti Petrie also served in a leadership role as the County Board Chair from 2014-2016; Chair of the Public Aid Appeals Committee from 2014-2016; Chair of the Facilities Finance Planning Committee in 2016 and Vice-Chair of the Environment & Land Use Committee from 2016-2018; and

WHEREAS, the Champaign County Board seeks to publicly recognize the commitment and dedication of Patti Petrie who served the citizens of Champaign County as an elected official over a term of eight years;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board hereby recognizes the service of Patti Petrie and the benefit that service brought to county government; and

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to Patti Petrie in recognition of her years of service to the citizens of Champaign County.

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November A.D. 2018.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

RESOLUTION NO. 2018-402

**RESOLUTION HONORING RETIRING COUNTY BOARD MEMBER
C. PIUS WEIBEL**

WHEREAS, C. Pius Weibel has served the citizens of Champaign County as a representative of the Champaign County Board District 7 from December 6, 2004 until November 30, 2012 and again from December 1, 2014 until November 30, 2018; and

WHEREAS, during his tenure as a Champaign County Board Member C. Pius Weibel served on the various Committees including: County Facilities from 2004-2010, Highway & Transportation from 2004-2006 and 2016-2018, Finance Committee from 2006-2008, Policy, Personnel & Appointments from 2008-2010, Committee of the Whole from 2010-2012 and 2014-2018, Environment & Land Use from 2014-2016 and on the following special committees: Public Aid Appeals Committee, Strategic Planning Committee, Executive Transition Committee, County Administrator Evaluation Committee, RFP 2018-001 Evaluation Committee, Labor Committee and Litigation Committee; and

WHEREAS, during his tenure as a Champaign County Board Member C. Pius Weibel also served in a liaison position as the County Board's representative on the Champaign Consortium, Community Services Block Grant Board, Champaign-Urbana Public Health District, CUUATS, Developmental Disabilities Board, Extension Services Board, Head Start Policy Board, Mahomet Aquifer Consortium, MLK Committee, Lincoln Heritage RC&D, Regional Planning Commission, Re-Entry Council, Liquor Advisory Commission, Regional Office of Education, and Workforce Development; and

WHEREAS, during his tenure as a Champaign County Board Member C. Pius Weibel also served in a leadership role as the County Facilities Committee Vice Chair from 2004-2006, the Environment & Land Use Committee Vice Chair from 2014-2016, and as Chair of the following special committees: the Public Aid Appeals Committee from 2006-2012 and 2016-2018, Strategic Planning Committee in 2017, County Executive Transition Committee in 2018, County Administrator Evaluation Committee from 2017-2018, and RFP 2018-001 Evaluation Committee; and

WHEREAS, during his tenure as a Champaign County Board Member C. Pius Weibel led the County Board as County Board Chair from 2006-2012 and again from 2016-2018, providing leadership through his insightful, balanced and comprehensive attention to all issues requiring deliberation and action by the County Board; and

WHEREAS, the Champaign County Board seeks to publicly recognize the commitment and dedication of C. Pius Weibel who served the citizens of Champaign County as an elected official over terms totaling twelve years and as Chair of the Board for eight years, providing stable and measured leadership in the development and implementation of good governance and management of the County Board's responsibilities and resources;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board hereby recognizes the service of C. Pius Weibel and the benefit that service brought to county government; and

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to C. Pius Weibel in recognition of his years of public service and leadership to the citizens of Champaign County.

PRESENTED, ADOPTED, APPROVED and RECORDED this 27th day of November, A.D. 2018.

ATTEST:

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

Giraldo Rosales, Vice Chair
Champaign County Board

RESOLUTION NO. 2018-403

**RESOLUTION HONORING RETIRING CHAMPAIGN COUNTY SHERIFF
DAN WALSH**

WHEREAS, Dan Walsh was first elected by the citizens of Champaign County to serve as the Sheriff of Champaign County on November 5, 2002; and was subsequently re-elected to that Office on November 7, 2006; November 2, 2010; and November 4, 2014; and

WHEREAS, throughout his sixteen year tenure as Sheriff of Champaign County, Dan Walsh served the citizens of Champaign County in an exemplary manner and achieved success in all areas of operation of the Champaign County Sheriff's Office as evidenced by his ability to build strong collaborations while overseeing operations with a commitment to strong fiscal management, enabling him to accomplish the greatest outcomes within the limited resources available; and

WHEREAS, Sheriff Walsh regularly worked with the team of Police Chiefs of Champaign County to maximize the sharing and strength of law enforcement services provided throughout the County; and

WHEREAS, Sheriff Walsh regularly worked with the County's Criminal Justice System Management including the Presiding Judge, State's Attorney, Public Defender and Director of Court Services, to ensure the most effective management of the daily population in the County Jail – developing programs and initiatives to ensure incarcerated individuals were provided with timely opportunities for release and other programming options while held in the County's Jail; and

WHEREAS, Sheriff Walsh worked diligently with the County Board in developing recommendations and solutions for the issues related to facilities management of the County's two jails; and

WHEREAS, Sheriff Walsh managed a workforce of over 150 full-time employees and an annual budget of over \$12 million, and successfully created an environment of partnership within the workforce, and an attention and commitment to always operating within the constraints of the budget set for him by the County Board – fully participating and accepting budget cuts when they were necessary based on economic downturns within which the County Board had to operate; and

WHEREAS, Sheriff Walsh has been an outstanding leader in his role as Champaign County Sheriff, and has provided the greatest level of service to the citizens of Champaign County.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County hereby recognizes that the service of Dan Walsh was an asset to the citizens of Champaign County; and expresses gratitude and sincere appreciation for his sixteen years of service.

BE IT FURTHER RESOLVED that a copy of this Resolution is presented to Dan Walsh as an expression of appreciation for his collaborative, dedicated leadership throughout his tenure as Champaign County Sheriff.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 27th day of November, A.D. 2018.

C. Pius Weibel
Chair, Champaign County Board

ATTEST:

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