

# COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois  
Thursday, May 23, 2019 – 6:30 p.m.

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

## Agenda Items

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- I. Call To Order
- II. \*Roll Call
- III. Prayer & Pledge of Allegiance
- IV. Read Notice of Meeting
- V. Approval of Agenda/Addenda
- VI. Date/Time of Next Regular Meetings

### Standing Committees:

- A. County Facilities Committee – Tuesday June 4, 2019 @ 6:30 p.m.  
Lyle Shields Meeting Room
- B. Environment & Land Use Committee Meeting – Thursday, June 6, 2019 @ 6:30 p.m.  
Lyle Shields Meeting Room
- C. Highway & Transportation Committee Meeting – Friday, June 7, 2019 @ 9:00 a.m.  
County Highway Building Conference Room

### Committee of the Whole:

- A. Justice & Social Services; Policy, Personnel, & Appointments; Finance  
Tuesday, June 11, 2019 @ 6:30 p.m.  
Lyle Shields Meeting Room

### County Board:

- A. Study Session – Tuesday, May 28, 2019 @ 6:00 p.m.
- B. Regular Meeting – Thursday, June 20, 2019 @ 6:30 p.m.  
Lyle Shields Meeting Room

- VII. Public Participation
- VIII. \*Consent Agenda 1-100
- IX. Communications
- X. Approval of Minutes 101-102
  - A. Special Meeting – April 9, 2019 103-110
  - B. Regular Meeting – April 18, 2019 111
  - C. Study Session – April 23, 2019
- XI. County Executive's Annual Report - Presentation
- XII. Standing Committees:
  - A. County Facilities  
*Summary of Action Taken May 7, 2019 Meeting* 112-113
  - B. Environment & Land Use  
*Summary of Action Taken May 9, 2019* 114-115

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C. Highway & Transportation

*Summary of Action Taken at May 10, 2019 Meeting* 116-117

**XIII. Areas of Responsibility:**

*Summary of Action Taken May 14, 2019 at Committee of the Whole Meeting  
(Justice & Social Services; Finance; Policy, Personnel, & Appointments)* 118-121

A. Finance

1. Adoption of Resolution No. 2019-131 Establishing the Budget Process for Champaign County for FY2020 122-124

B. Policy, Personnel, & Appointments

1. Adoption of Resolution No. 2019-132 Appointing Paul Sailor to the Board of Review, Term 6/1/2019-5/31/2022 125

2. Adoption of Resolution No. 2019-133 Appointing David Hudson to the Dewey Community Public Water District Board, Term 6/1/2019-5/31/2024 126

3. Adoption of Resolution No. 2019-134 Appointing Elizabeth Cropper to the Penfield Water District Board, Term 6/1/2019-5/31/2024 127

4. Adoption of Resolution No. 2019-135 Appointing Dick Willfong to the Penfield Water District, Term 6/1/2019-5/31/2024 128

**XIV. New Business**

A. Adoption of Resolution No. 2019-136 Authorizing Payment of Claims 129

B. Adoption of Resolution No. 2019-137 Authorizing Purchases Not Following Purchasing Policy 130-131

C. Adoption of Resolution No. 2019-118 Approving Award of Contract to Advanced Commercial Roofing of Champaign, Illinois Pursuant to ITB 2019-002 for JDC Roof Replacement 132-138

D. Adoption of Ordinance No. 2019-7 Establishing Civil Fees & Criminal & Traffic Assessments to be Charged by the Champaign County Clerk of the Circuit Court (to be distributed)

**XV. Other Business**

**XVI. Adjourn**

\*Roll Call

\*\*Roll call and 15 votes

\*\*\*Roll call and 17 votes

\*\*\*\*Roll call and 12 votes

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

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



# COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois

Thursday, May 23, 2019 - 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. Environment & Land Use**

1. Adoption of Resolution No. 2019-138 Authorizing County Executive Signature on Notice of Intent Required for MS4 Stormwater Permit with I.E.P.A. for Program Years 2019 Through 2024 1-27
2. Adoption of Resolution No. 2019-139 Authorizing County Executive Signature on Annual Facility Inspection Report Required for MS4 Stormwater Permit with I. E. P.A. for Program Year April 2018 Through March 2019 28-73

### **B. Highway & Transportation**

1. Adoption of Resolution No. 2019-119 Awarding Contract for Replacement of a Bridge Located on County Road 15, Section 18-00062-00-BR 74-76
2. Adoption of Resolution No. 2019-120 Awarding Contract for Replacement of a Bridge Located on County Road 18, Section 18-00060-00-BR 77-79
3. Adoption of Resolution No. 2019-121 Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501 80-82
4. Adoption of Resolution No. 2019-122 Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501 83-85
5. Adoption of Resolution No. 2019-123 Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501 86-88

### **C. Finance**

1. \*\*Adoption of Resolution No. 2019-124 Authorizing Budget Amendment 19-00028 Fund 075 Regional Planning Commission / Dept. 618 CC Regional Environment Framework Increased Appropriations: \$80,000 Increased Revenue: \$80,000 Reason: State Planning Grant through IDOT to Develop a Regional Environmental Framework Creating a Centralized Resource for CUUATS Staff to Consistently Manage Ecological, Social and Cultural Resources in the Region. 89
2. Adoption of Resolution No. 2019-125 Authorizing Interfund Loans from Reserves to Other Funds 90
3. Adoption of Resolution No. 2019-126 Adopting Champaign County Financial Policies 91-96

### **D. Justice & Social Services**

1. Adoption of Resolution No. 2019-127 Approving of Application for Renewal, & If Awarded Acceptance of the Illinois Emergency Management Agency Hazardous Materials Emergency Preparedness (HMEP) Grant, October 1, 2019-September 20, 2022 97

### **E. Policy, Personnel, & Appointments**

1. Adoption of Resolution No. 2019-128 Appointing Steve Moser to the Farmland Assessment Review Committee, Term 6/1/2019-5/31/2023 98

**Consent Agenda Item**

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|--|-----|
| 2. Adoption of Resolution No. 2019-129 Appointing Jennifer Putman to the Champaign-Urbana Sanitary District Board, Term 6/1/2019-5/31/2022 | 99  |
| 3. Adoption of Resolution No. 2019-130 Appointing Mary Lakey to the Yearsley Cemetery Association, Unexpired Term Ending 6/30/2023         | 100 |

**RESOLUTION NO. 2019-138**

**AUTHORIZING COUNTY EXECUTIVE SIGNATURE ON  
NOTICE OF INTENT  
REQUIRED FOR M.S.4. STORMWATER PERMIT WITH I.E.P.A.  
FOR PROGRAM YEARS 2019 THROUGH 2024**

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

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

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

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

WHEREAS, a new NOI must be filed with the IEPA no later than June 1, 2019;

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

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

1. The County Executive is hereby authorized to sign the attached Notice of Intent.
2. The Champaign County Zoning Administrator is hereby directed to forward the signed Notice of Intent no later than May 31, 2019.

PRESENTED, PASSED, APPROVED, AND RECORDED this 23rd day of May, A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board  
Champaign, Illinois

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk and  
*Ex Officio* Clerk of the Champaign  
County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County  
Executive  
Date: \_\_\_\_\_



# Illinois Environmental Protection Agency

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

## Notice of Intent for New or Renewal of General Permit for Discharges from Small Municipal Separate Storm Sewer Systems - MS4's

### Part I. General Information

1. MS4 Community Name: County of Champaign, Illinois MS4 Permit #: ILR40 00256  
 Population (based on 2010 census): 201,081

2. MS4 Mailing Address: 1776 East Washington Street City: Urbana, IL Zip: 61802  
 Contact Person John Hall Title: Director Planning & Zoning Phone: 217-384-3708

3. Email Address: jhall@co.champaign.il.us

4. Community Type: County Other: \_\_\_\_\_

5. Name(s) of governmental entity(ies) in which MS4 is located:  
 City/Village: \_\_\_\_\_ Township: \_\_\_\_\_ County: Champaign

6. Area of land that drains to your MS4 in square miles: 10.4

7. Latitude and Longitude at approximate geographical center of MS4 for which you are requesting authorization to discharge:

Latitude: 40 05 45 Longitude: 88 14 15  
Degrees Minutes Seconds: Degrees: Minutes: Seconds:

Is MS4 Community a Co-Permittee with another MS4 Community:  Yes  No

If yes, MS4 Permittee you are Co-Permittee with: \_\_\_\_\_

MS4 Permit # of Permittee: ILR40

8. Name(s) of known receiving waters

Impairment listed on 303d List or TMDL?

- |  |   |  |
|--|---|--|
| <u>Upper Kaskaskia Basin- Kaskaskia River</u>          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| <u>Upper Kaskaskia Basin-Two Mile Slough</u>           | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| <u>Upper Kaskaskia Basin- Copper Slough, Phinneas</u>  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| <u>Vermillion Basin-Saline Branch</u>                  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| <u>Vermillion Basin-Unnamed tributary to Salt Fork</u> | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| <u>Vermillion Basin-Vermillion River, Salt Fork</u>    | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| <u>Embarras Basin, Embarras River</u>                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

9. Persons responsible for implementation or coordination of Stormwater Management Program:

Name: John Hall Title: Director of Planning & Zoning Department Phone: 217-384-3708

Email: jhall@co.champaign.il.us

Area of Responsibility: Primary MS4 contact

Name: Jeff Blue Title: County Engineer Phone: 217-384-3800

Email: jblue@co.champaign.il.us

Area of Responsibility: County Highway Department Head

Name: Dana Brenner Title: Champaign County Facilities Director Phone: 217-384-3776

Email: dbrenner@co.champaign.il.us

Area of Responsibility: Champaign County Facilities

Part II. Best Management Practices (include shared responsibilities) which have been implemented or are proposed to be implemented in the MS4 area:

A. Public Education and Outreach

Qualifying Local Programs:

[Empty box for Qualifying Local Programs]

Measurable Goals (include shared responsibilities)

- A.1 Distributed Paper Material

Brief Description of BMP:

A.1.1 Flyers and information sheets at permit counter

Measurable Goals, including frequencies:

Develop and distribute one new educational material handout

Milestones:

Go to Additional Pages

Year 1:

Distribute handout

Year 2:

Distribute handout

Year 3:

Distribute handout

Year 4:

Distribute handout



Distribute handout

A.2 Speaking Engagement

Brief Description of BMP:

A.2.1 Inform business groups about MS4, NPDES, and BMPs

Measurable Goals, including frequencies:

Conduct one presentation per year upon request.

Milestones:

Year 1:

Conduct one presentation upon request.

Year 2:

Conduct one presentation upon request.

Year 3:

Conduct one presentation upon request.

Year 4:

Conduct one presentation upon request.

Year 5:

Conduct one presentation upon request.

Go to Additional Pages

A.3 Public Service Announcement

A.4 Community Event

A.5 Classroom Education Material

A.6 Other Public Education

(You may need to go to the next page to fill in this information)

Brief Description of BMP:

A.6.1 Educational and information material on web page.

Measurable Goals, including frequencies:

Develop web page with annual updates on informational and educational materials.

Milestones:

Year 1:

Update web page.

Year 2:

Update web page.

Year 3:

Update web page.

Year 4:

Update web page.

Year 5:

Update web page.

Go to Additional Pages

**B. Public Participation/Involvement**

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

[Empty box for Qualifying Local Programs]

B.2 Educational Volunteer

B.3 Stakeholder Meeting

B.4 Public Hearing

(You may need to go to the next page to fill in this information)

Brief Description of BMP:

B.4.1 Comply with applicable State and local public notice requirements.

Measurable Goals, including frequencies:

Annual number of meetings with MS4 related topics. Maintain electronic records of notices, agendas, and public participation.

Milestones:

Year 1:

Provide notice of MS4 related meetings and provide opportunity for public input.

Year 2:

Provide notice of MS4 related meetings and provide opportunity for public input.

Year 3:

Provide notice of MS4 related meetings and provide opportunity for public input.

Year 4:

Provide notice of MS4 related meetings and provide opportunity for public input.

Year 5:

Provide notice of MS4 related meetings and provide opportunity for public input.

Go to Additional Pages

B.5 Volunteer Monitoring

B.6. Program Involvement

(You may need to go to the next page to fill in this information)

Brief Description of BMP:

B.6.1 Intergovernmental Storm Water Management Group Meetings (coordination meeting for all Champaign County MS4 jurisdictions).

Measurable Goals, including frequencies:

Hold at least 4 coordination meetings each year.

Milestones:

Attend meetings.

Year 2:

Attend meetings.

Year 3:

Attend meetings.

Year 4:

Attend meetings.

Year 5:

Attend meetings.

Go to Additional Pages

B.7 Other Public Involvement (You may need to go to the next page to fill in this information)

Brief Description of BMP:

B.7.1. Fund aspects of NPDES MS4 implementation in the County's Land Resource Management Plan implementation budget including public involvement when appropriate..

Measurable Goals, including frequencies:

Include NPDES MS4 requirements in the County's Land Resource Management Plan and include in annual long range work plan as required.

Milestones:

Year 1:

Include MS4 in work plan for FY20.

Year 2:

Include MS4 in work plan for FY21.

Year 3:

Include MS4 in work plan for FY22.

Year 4:

Include MS4 in work plan for FY23.

Year 5:

Include MS4 in work plan for FY24.

Go to Additional Pages

**C. Illicit Discharge Detection and Elimination**

Qualifying Local Programs:

Measurable Goals (include shared responsibilities)

C.1 Sewer Map Preparation (You may need to go to the next page to fill in this information)

Brief Description of BMP:

C.1.1 Map drainage system outfalls into streams and rivers.

Measurable Goals, including frequencies:

Complete a system wide update every 3 years.

Milestones:

Year 1:

Update Champaign County Unincorporated MS4 Area storm sewer system map as new information becomes available.

Year 2:

Update Champaign County Unincorporated MS4 Area storm sewer system map as new information becomes available.

Year 3:

System wide update of Champaign County Unincorporated MS4 Area storm sewer system map.

Year 4:

Update Champaign County Unincorporated MS4 Area storm sewer system map as new information becomes available.

Year 5:

Update Champaign County Unincorporated MS4 Area storm sewer system map as new information becomes available.

Go to Additional Pages

C.2 Regulatory Control Program (You may need to go to the next page to fill in this information)

C.2.1 Prohibit illegal dumping and illicit discharge into drainage system through Nuisance Ordinance.

Measurable Goals, including frequencies:

Review existing Nuisance Ordinance and revise to include illegal dumping and illicit discharge into drainage system.

Milestones:

Year 1:

Amend Nuisance Ordinance with new language prohibiting illegal dumping and illicit discharge into drainage system.

Year 2:

Enforce amended Ordinance.

Year 3:

Enforce amended Ordinance

Year 4:

Enforce amended Ordinance.

Year 5:

Enforce amended Ordinance.

Go to Additional Pages

C.3 Detection/Elimination Prioritization Plan (You may need to go to the next page to fill in this information)

Brief Description of BMP:

C.3.1 Establish and maintain citizen complaint phone line for illegal dumping and illicit discharge into drainage system.

Measurable Goals, including frequencies:

Maintain phone line.

Milestones:

Year 1:

Maintain complaint phone line and record of complaints.

Year 2:

Maintain complaint phone line and record of complaints.

Year 3:

Maintain complaint phone line and record of complaints.

Year 4:

Maintain complaint phone line and record of complaints.

Year 5:

Maintain complaint phone line and record of complaints.

Go to Additional Pages

C.4 Illicit Discharge Tracing Procedures

C.5 Illicit Source Removal Procedures

C.6 Program Evaluation and Assessment (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Measurable Goals, including frequencies:

Present Annual Report and place on file.

Milestones:

Year 1:

Complete Annual Report and place on file.

Year 2:

Complete Annual Report and place on file.

Year 3:

Complete Annual Report and place on file.

Year 4:

Complete Annual Report and place on file.

Year 5:

Complete Annual Report and place on file.

Go to Additional Pages

- C.7 Visual Dry Weather Screening
- C.8 Pollutant Field Testing
- C.9 Public Notification
- C.10 Other Illicit Discharge Controls

**D. Construction Site Runoff Control**

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

[Empty box for Qualifying Local Programs]

- D.1 Regulatory Control Program (You may need to go to the next page to fill in this information)

Brief Description of BMP:

D.1.1 Soil Erosion and Sediment Control regulations

Measurable Goals, including frequencies:

Review existing erosion and sediment control regulations. Prepare draft regulations for County Board adoption, and enforce adopted regulations.

Milestones:

Year 1:

Enforce soil erosion and sediment control ordinance (Storm Water Management and Erosion Control Ordinance).

Year 2:

Enforce soil erosion and sediment control ordinance (Storm Water Management and Erosion Control Ordinance).

Year 3:

Enforce soil erosion and sediment control ordinance (Storm Water Management and Erosion Control Ordinance).

Year 4:

Year 5:

Enforce soil erosion and sediment control ordinance (Storm Water Management and Erosion Control Ordinance).

Go to Additional Pages

D.2 Erosion and Sediment Control BMPs (You may need to go to the next page to fill in this information)

Brief Description of BMP:

D.2.1 Erosion and Sediment Control BMPs

Measurable Goals, including frequencies:

Review and evaluate existing Best Management Practices (BMPs) to determine which should be included in the erosion and sediment ordinance. Review existing regulations and develop new regulations for the ordinance.

Milestones:

Year 1:

Review plans and development for appropriate use of BMPs as required by adopted ordinance (Storm Water Management and Erosion Control Ordinance).

Year 2:

Review plans and development for appropriate use of BMPs as required by adopted ordinance (Storm Water Management and Erosion Control Ordinance).

Year 3:

Review plans and development for appropriate use of BMPs as required by adopted ordinance (Storm Water Management and Erosion Control Ordinance).

Year 4:

Review plans and development for appropriate use of BMPs as required by adopted ordinance (Storm Water Management and Erosion Control Ordinance).

Year 5:

Review plans and development for appropriate use of BMPs as required by adopted ordinance (Storm Water Management and Erosion Control Ordinance).

Go to Additional Pages

D.3 Other Waste Control Program (You may need to go to the next page to fill in this information)

Brief Description of BMP:

D.3.1 Prohibit illegal dumping and illicit discharges into storm drainage system from construction activities.

Measurable Goals, including frequencies:

Enforce Storm Water Management and Erosion Control (SWMEC) Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities. Review existing Nuisance Ordinance and, if needed, revise to prohibit illegal dumping and illicit discharges into drainage systems from construction activities, same as SWMEC Ordinance.

Milestones:

Year 1:

Enforce SWMEC Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities.

Year 2:

Enforce SWMEC Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities.

Enforce SWMEC Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities.

Year 4:

Enforce SWMEC Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities.

Year 5:

Enforce SWMEC Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities.

Go to Additional Pages

D.4 Site Plan Review Procedures (You may need to go to the next page to fill in this information)

Brief Description of BMP:

D.4.1 Develop procedures and processes to evaluate proposed construction site runoff mechanisms.

Measurable Goals, including frequencies:

Develop procedures and processes to evaluate proposed construction site runoff mechanisms.

Milestones:

Year 1:

Develop, implement, and refine review procedures to evaluate proposed construction site runoff mechanisms.

Year 2:

Develop, implement, and refine review procedures to evaluate proposed construction site runoff mechanisms.

Year 3:

Develop, implement, and refine review procedures to evaluate proposed construction site runoff mechanisms.

Year 4:

Develop, implement, and refine review procedures to evaluate proposed construction site runoff mechanisms.

Year 5:

Develop, implement, and review procedures to evaluate proposed construction site runoff mechanisms.

Go to Additional Pages

D.5 Public Information Handling Procedures  
 D.6 Site Inspection/Enforcement Procedures (You may need to go to the next page to fill in this information)

Brief Description of BMP:

D.6.1 Develop procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Measurable Goals, including frequencies:

Develop procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Milestones:

Year 1:

Develop and implement procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Year 2:



Develop and implement procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Year 3:

Develop and implement procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Year 4:

Develop and implement procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Year 5:

Develop and implement procedures and processes to inspect construction sites for compliance with construction site runoff mechanisms.

Go to Additional Pages

D.7 Other Construction Site Runoff Controls

**E. Post-Construction Runoff Control**

Qualifying Local Programs:

Measurable Goals (include shared responsibilities)

E.1 Community Control Strategy (You may need to go to the next page to fill in this information)

Brief Description of BMP:

E.1.1 Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of of storm water runoff and pollutants from privately owned developed property.

Measurable Goals, including frequencies:

Add a Green Infrastructure page to the Champaign County website to educate landowners about the benefits of green infrastructure and green housekeeping n minimizing the volume of of storm water runoff and pollutants from privately owned developed property.

Milestones:

Year 1:

Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page.

Year 2:

Maintain the Champaign County Green Infrastructure & Green Housekeeping web page.

Year 3:

Maintain the Champaign County Green Infrastructure & Green Housekeeping web page.

Year 4:

Maintain the Champaign County Green Infrastructure & Green Housekeeping web page.

Year 5:

Maintain the Champaign County Green Infrastructure & Green Housekeeping web page.

Go to Additional Pages

E.2 Regulatory Control Program

E.2.1 Require annual inspections of publicly owned storm water management facilities (post-construction).

Measurable Goals, including frequencies:

Procedures for maintenance of publicly owned storm water management facilities (post-construction) should be established in the Champaign County SWPPP.

Milestones:

Year 1:

Develop and implement procedures for maintenance of publicly owned storm water management facilities (post-construction) in the Champaign County SWPPP.

Year 2:

Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

Year 3:

Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

Year 4:

Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

Year 5:

Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

Go to Additional Pages

E.3 Long Term O & M Procedures (You may need to go to the next page to fill in this information)

E.3.1 Develop procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Measurable Goals, including frequencies:

Develop and implement procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Milestones:

Year 1:

Develop and implement procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Year 2:

Implement procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Year 3:

Implement procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Year 4:

Implement procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Year 5:

Implement procedures to ensure that storm water facilities are maintained to function as designed (post-construction).

Go to Additional Pages

E.4 Pre-Construction Review of BMP Designs (You may need to go to the next page to fill in this information)

Brief Description of BMP:

E.4.1 Training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).

Measurable Goals, including frequencies:

Director's designee attendance at training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).

Milestones:

Year 1:

Director's designee attends training.

Year 2:

Director's designee attends training.

Year 3:

Director's designee attends training.

Year 4:

Director's designee attends training.

Year 5:

Director's designee attends training.

Go to Additional Pages

E.5 Site Inspections During Construction (You may need to go to the next page to fill in this information)

E.5.1 Develop procedures and processes to inspect construction sites for compliance with post-construction runoff control mechanisms.

Measurable Goals, including frequencies:

Develop procedures and processes to inspect construction sites for compliance with approved post-construction runoff control mechanisms.

Milestones:

Year 1:

Develop and implement procedures to inspect construction sites for compliance with approved post-construction runoff control mechanisms.

Year 2:

Implement procedures to inspect construction sites for compliance with approved post-construction runoff control mechanisms.

Year 3:

Implement procedures to inspect construction sites for compliance with approved post-construction runoff control mechanisms.

Year 4:

Implement procedures to inspect construction sites for compliance with approved post-construction runoff control mechanisms.

Year 5:

Implement procedures to inspect construction sites for compliance with approved post-construction runoff control mechanisms.

Go to Additional Pages

- E.6 Post-Construction Inspections
- E.7 Other Post-Construction Runoff Controls

**F. Pollution Prevention/Good Housekeeping**

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

[Empty box for Qualifying Local Programs]

F.1 Employee Training Program

(You may need to go to the next page to fill in this information)

F.1.1 Spill prevention protocol

Measurable Goals, including frequencies:

Conduct annual spill prevention training with appropriate County staff. Track meeting agenda, materials, and attendee sign-in sheet.

Milestones:

Year 1:

Complete annual spill prevention training with appropriate County staff.

Year 2:

Complete annual spill prevention training with appropriate County staff.

Year 3:

Complete annual spill prevention training with appropriate County staff.

Year 4:

Complete annual spill prevention training with appropriate County staff.

Year 5:

Complete annual spill prevention training with appropriate County staff.

Go to Additional Pages

F.2 Inspection and Maintenance Program (You may need to go to the next page to fill in this information)

Brief Description of BMP:

F.2.1 Prepare a Storm Water Pollution Prevention Plan (SWPPP) for County owned facilities.

Measurable Goals, including frequencies:

Prepare SWPPP for all County owned facilities.

Milestones:

Year 1:

Begin developing the Draft SWPPP for all County owned facilities.

Year 2:

Complete the the Draft SWPPP for all County owned facilities.

Year 3:

Adopt the Draft SWPPP for all County owned facilities.

Year 4:

Implement the SWPPP for all County owned facilities.

Year 5:

Implement the SWPPP for all County owned facilities.

Go to Additional Pages

- F.3 Municipal Operations Storm Water Control
- F.4 Municipal Operations Waste Disposal
- F.5 Flood Management/Assess Guidelines



## Part III. Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fines and imprisonment.

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

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 Authorized Representative Name

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 Title

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 Date

---

 Authorized Representative Signature

You may complete this form online and save a copy locally before printing and signing the form. It should then be sent to:

Illinois Environmental Protection Agency  
 Bureau of Water  
 Division of Water Pollution Control  
 Attn: Permit Section  
 P.O. Box 19276  
 1021 North Grand Avenue East  
 Springfield, IL 62794-9276



A. Public Education and Outreach

BMP Number A.2.2

Brief Description of BMP: A.2.2 Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.

Measurable Goal(s) including frequencies: Conduct one presentation per year, upon request

- Milestones: Year 1: Conduct one presentation upon request.
- Year 2: Conduct one presentation upon request.
- Year 3: Conduct one presentation upon request.
- Year 4: Conduct one presentation upon request.
- Year 5: Conduct one presentation upon request.

BMP Number A.2.3

Brief Description of BMP: A.2.3 Inform environmental groups about MS4, NPDES, and BMPs.

Measurable Goal(s) including frequencies: Conduct one presentation per year, upon request

- Milestones: Year 1: Conduct one presentation upon request.
- Year 2: Conduct one presentation upon request.
- Year 3: Conduct one presentation upon request.
- Year 4: Conduct one presentation upon request.
- Year 5: Conduct one presentation upon request.

Add Another BMP

Delete Last Entry

**B. Public Participation/Involvement**

**BMP Number B.6.2**

**Brief Description of BMP: B.6.2 Prepare a storm water survey that can be used annually to capture public comment on the MS4 Storm Water Program**

**Measurable Goal(s) including frequencies: Conduct the annual MS4 Storm Water Survey on the County website.**

**Milestones: Year 1: Make the MS4 Storm Water Survey available on the County website.**

**Year 2: Make the MS4 Storm Water Survey available on the County website.**

**Year 3: Make the MS4 Storm Water Survey available on the County website.**

**Year 4: Make the MS4 Storm Water Survey available on the County website.**

**Year 5: Make the MS4 Storm Water Survey available on the County website.**

**BMP Number B.6.3**

**Brief Description of BMP: B.6.3 Hold Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program.**

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

**Milestones: Year 1: Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at the May ELUC Meeting.**

**Year 2: Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at the May ELUC Meeting.**

**Year 3: Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at the May ELUC Meeting.**

**Year 4: Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at the May ELUC Meeting.**

**Year 5: Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at the May ELUC Meeting.**

Brief Description of BMP: B.6.4 Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area and provide appropriate public participation.

Measurable Goal(s) including frequencies: Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area based on most current State economic data and randomly sample the EJ area population for storm water concerns via postal mail with prepaid reply envelopes. Review annual survey results at the Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC)

Milestones: Year 1: Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area based on most current State economic data and randomly sample the EJ area population for storm water concerns via postal mail with prepaid reply envelopes and review annual survey results at the Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC).

Year 2: Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area based on most current State economic data and randomly sample the EJ area population for storm water concerns via postal mail with prepaid reply envelopes and review annual survey results at the Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC).

Year 3: Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area based on most current State economic data and randomly sample the EJ area population for storm water concerns via postal mail with prepaid reply envelopes and review annual survey results at the Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC).

Year 4: Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area based on most current State economic data and randomly sample the EJ area population for storm water concerns via postal mail with prepaid reply envelopes and review annual survey results at the Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC).

Year 5: Identify Environmental Justice Areas within the unincorporated Champaign County MS4 Area based on most current State economic data and randomly sample the EJ area population for storm water concerns via postal mail with prepaid reply envelopes and review annual survey results at the Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC).

BMP Number C.3.2

Brief Description of BMP: C.3.2 Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems.

Measurable Goal(s) including frequencies: Develop and maintain phone line.

Milestones: Year 1: Maintain complaint phone line and record of complaints.

Year 2: Maintain complaint phone line and record of complaints.

Year 3: Maintain complaint phone line and record of complaints.

Year 4: Maintain complaint phone line and record of complaints.

Year 5: Maintain complaint phone line and record of complaints.

BMP Number C.3.3

Brief Description of BMP: C.3.3 Create a database of existing private sewage treatment systems and develop a management plan to bring non-compliant systems into compliance.

Measurable Goal(s) including frequencies: Create database and develop, adopt, and implement management plan.

Milestones: Year 1: Create database and develop management plan.

Year 2: Create database and develop management plan.

Year 3: Create database and develop management plan.

Year 4: Create database and develop management plan.

Year 5: Create database and develop management plan.

Add Another BMP

Delete Last Entry

C. Illicit Discharge Detection and

BMP Number \_\_\_\_\_

Add Another BMP

Delete Last Entry

D. Construction Site Runoff Control

BMP Number D.4.2

Brief Description of BMP: D.4.2 Training class/ workshop for evaluating and inspecting construction site runoff control mechanism.

Measurable Goal(s) including frequencies: Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting construction site runoff control mechanisms.

- Milestones: Year 1: Director's designee attends training.  
Year 2: Director's designee attends training.  
Year 3: Director's designee attends training.  
Year 4: Director's designee attends training.  
Year 5: Director's designee attends training.

Add Another BMP

Delete Last Entry

Additional Info - Page 5

E. Post-Construction Runoff Control

BMP Number E.1.2

**Brief Description of BMP:** E.1.2 Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.

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

**Milestones:** Year 1: Develop and implement a Champaign County Sustainable Lawn Care web page.  
 Year 2: Maintain the Champaign County Sustainable Lawn Care web page.  
 Year 3: Maintain the Champaign County Sustainable Lawn Care web page.  
 Year 4: Maintain the Champaign County Sustainable Lawn Care web page.  
 Year 5: Maintain the Champaign County Sustainable Lawn Care web page.

BMP Number E.3.3

**Brief Description of BMP:** E.3.3 Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who are manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training.

**Measurable Goal(s) including frequencies:** Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who are manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training. Add a Sustainable Lawn Care page to the Champaign County website to educated landowners about the water quality impacts of overuse of of fertilizers and pesticides in non-agricultural uses.

**Milestones:** Year 1: Provide annual training in green infrastructure and/or low impact design techniques for all relevant managers, employees, and/or contractors and contractor employees.  
 Year 2: Provide annual training in green infrastructure and/or low impact design techniques for all relevant managers, employees, and/or contractors and contractor employees.  
 Year 3: Provide annual training in green infrastructure and/or low impact design techniques for all relevant managers, employees, and/or contractors and contractor employees.  
 Year 4: Provide annual training in green infrastructure and/or low impact design techniques for all relevant managers, employees, and/or contractors and contractor employees.  
 Year 5: Provide annual training in green infrastructure and/or low impact design techniques for all relevant managers, employees, and/or contractors and contractor employees.

Add Another BMP

Delete Last Entry

F. Pollution Prevention/Good

BMP Number F.1.2

Brief Description of BMP: F.1.2 Spill response protocol.

Measurable Goal(s) including frequencies: Conduct annual spill response training with appropriate County staff. Track meeting agenda, materials, and attendee sign-in sheet.

Milestones: Year 1: Complete annual spill response training with appropriate County staff.  
Year 2: Complete annual spill response training with appropriate County staff.  
Year 3: Complete annual spill response training with appropriate County staff.  
Year 4: Complete annual spill response training with appropriate County staff.  
Year 5: Complete annual spill response training with appropriate County staff.

BMP Number F.1.3

Brief Description of BMP: F.1.3 Hazardous material and storage management training.

Measurable Goal(s) including frequencies: Conduct annual hazardous material and storage management training with appropriate County staff. Track meeting agenda, materials, and attendee sign-in sheet.

Milestones: Year 1: Complete annual hazardous material and storage management training with appropriate County staff.  
Year 2: Complete annual hazardous material and storage management training with appropriate County staff.  
Year 3: Complete annual hazardous material and storage management training with appropriate County staff.  
Year 4: Complete annual hazardous material and storage management training with appropriate County staff.  
Year 5: Complete annual hazardous material and storage management training with appropriate County staff.

Add Another BMP

Delete Last Entry

**RESOLUTION NO. 2019-139**

**AUTHORIZING COUNTY EXECUTIVE SIGNATURE ON  
ANNUAL FACILITY INSPECTION REPORT  
REQUIRED FOR M.S.4. STORMWATER PERMIT WITH I.E.P.A.  
FOR PROGRAM YEAR APRIL 2018 THROUGH MARCH 2019**

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

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

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

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

WHEREAS, the Annual Update (Annual Facility Inspection Report) for the program year 4/1/18 through 3/31/19 must be filed with the IEPA no later than June 1, 2019;

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

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

1. The County Executive is hereby authorized to sign the attached Annual Update (Annual Facility Inspection Report).
2. The Champaign County Zoning Administrator is hereby directed to forward the signed Annual Update (Annual Facility Inspection Report) to the Illinois Environmental Protection Agency no later than May 31, 2019.



PRESENTED, PASSED, APPROVED, AND RECORDED this 23rd day of May, A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board  
Champaign, Illinois

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk and  
*Ex Officio* Clerk of the Champaign  
County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County  
Executive  
Date: \_\_\_\_\_

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
ANNUAL FACILITY INSPECTION REPORT  
April 1, 2019  
N.P.D.E.S. PHASE II PERMIT FOR STORMWATER DISCHARGES  
from  
MUNICIPAL SEPARATE STORM SEWER SYSTEMS

**Champaign County, Illinois**  
**NPDES Permit No. ILR40 00256**

**REPORTING PERIOD:**

Year 5 is April 1, 2018 to March 31, 2019

**MS4 OPERATOR INFORMATION:**

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

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

Champaign County, Illinois

**INTRODUCTION**

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

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

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

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

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

**Champaign County, Illinois**  
**MS4 ANNUAL FACILITY INSPECTION REPORT**  
REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019

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

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

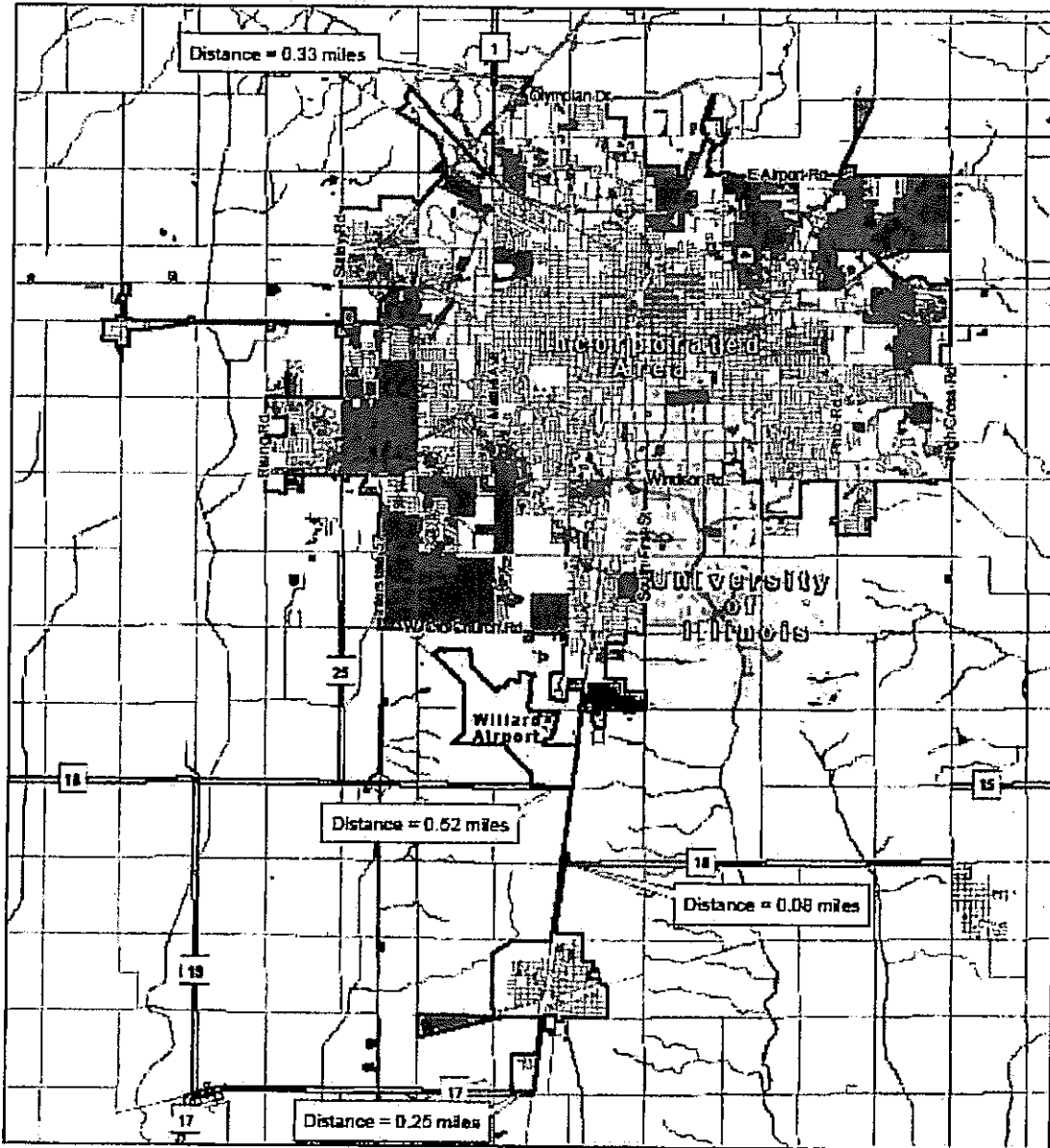
Champaign County has worked in cooperation with the other MS4s in the Champaign County Urbanized Area to share costs and expertise and common efforts to develop a regional consistency towards fulfilling the NPDES Phase II MS4 requirements.

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

Champaign County filed a third NOI with IEPA to include the five-year period of April 1, 2014 to March 31, 2019. This document serves as the annual report for Year 5 activities.

**Champaign County, Illinois**  
**MS4 ANNUAL FACILITY INSPECTION REPORT**  
 REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19)

APRIL 1, 2019






**Champaign County MS4 Jurisdiction**

Urbanized Area based on the 2010 Census

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

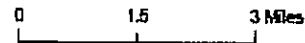
Corporate Limits updated 5/5/17

**MS4 Related Boundaries**

-  Urbanized Area 2010
-  Streets
-  County MS4 Area 2012



Map Created 7/17/14



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

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

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

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

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

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

### **Justification**

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

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

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

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

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

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

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

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

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

Follow up investigations may be necessary based on observed changes.

Outfalls were identified in Year 3 per the IEPA 4/22/16 Acceptance of Response to Noncompliance Advisory Letter. Champaign County staff participated in City of Urbana staff monitoring of the Saline Branch in Year 4. Champaign County will initiate its own monitoring of relevant portions of the Saline Branch in 2018.

**SELF-ASSESSMENT OF PERMIT COMPLIANCE**

Tables 1 through 6 summarize Champaign County Unincorporated MS4 Storm Water Program activities from April 1, 2018, through March 31, 2019. Table 7 identifies BMPs that were started and still in progress and Table 8 identifies BMPs still pending.

**Table 1: Public Education and Outreach Activities 4/1/18 – 3/3/19**

BMP ID	Activities
A.1.1. - Flyers and information sheets at permit counter.	Handouts are displayed and available at Planning and Zoning permit counter.
A.2.1. - Inform business groups about MS4, NPDES, and BMPs upon request.	No requests for presentations about MS4, NPDES and BMPs were made from business groups.
A.2.2. - Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	No presentations were made.
A.2.4. - Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	No requests for presentations about MS4, NPDES and BMPs were made from environmental, conservation, and citizen groups.
A.6.1- Educational and informational material on web page.	Information about the Champaign County MS4 program and storm water management in general was updated on the Champaign County website under the Department of Planning and Zoning and on the Champaign County Stormwater Partnership website ( <a href="http://www.ccstormwater.org">www.ccstormwater.org</a> ).

**Table 2: Public Participation and Involvement Activities 4/1/18 – 3/3/19**

BMP ID	Activities
B.4.1 – Comply with applicable state and local public notice requirements.	All public hearings and meetings are noticed as required by state law and local ordinances and policies.
B.6.1. - Intergovernmental Storm Water Management group meetings.	During the program year County staff attended and participated in meetings with other MS4 jurisdictions on June 12, 2018; August 21, 2018; September 25, 2018; December 11, 2018; March 12, 2019.
B.6.2- Prepare a storm water survey that can be used to capture public comment on the MS4 Storm Water Program	The Champaign County MS4 Area Storm Water Survey is on the Champaign County website at <a href="https://docs.google.com/forms/d/e/1FAIpQLSd5hbzMASGpKePWU3kr8gmQJ-w0ZorXoCFWUddjbMyI8P3Mg/viewform?c=0&amp;w=1">https://docs.google.com/forms/d/e/1FAIpQLSd5hbzMASGpKePWU3kr8gmQJ-w0ZorXoCFWUddjbMyI8P3Mg/viewform?c=0&amp;w=1</a>
B.6.3- Hold an Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program.	The Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting was held on May 10, 2018.
B.6.4- Identify Environmental Justice areas within the Champaign County Unincorporated MS4 Area and include appropriate public participation.	In April 2017 a random sample survey of the EJ population was conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey was reviewed at the May 10, 2018, meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Year 5.
B.7.1. - Include NPDES MS4 requirements in the County's Land Resource Management Plan.	Funding for MS4 projects were included in the Work Plan for 2019.

**Champaign County, Illinois**  
**MS4 ANNUAL FACILITY INSPECTION REPORT**  
 REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019

**Table 3: Illicit Discharge Detection and Elimination Activities 4/1/18 – 3/3/19**

BMP ID	Activities
C.1.1- Map drainage system outfalls into streams and rivers	The storm sewer system map for the unincorporated Champaign County MS4 Area was mapped to 100% completion including the storm sewer system map for County Highways outside the MS4 Area. An excerpt is attached. The map can be viewed at the following: <a href="http://ccgisc.maps.arcgis.com/home/webmap/viewer.html?webmap=04d6a107dd50435c8fc65945e1358f6e">http://ccgisc.maps.arcgis.com/home/webmap/viewer.html?webmap=04d6a107dd50435c8fc65945e1358f6e</a>
C.3.1. - Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding illegal dumping and illicit discharges.
C.3.2. - Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding non-complying and / or non-functioning private sewage treatment systems.
C.6.1. - Annual Report to the Environment and Land Use Committee (of the Champaign County Board) and the Champaign County Board.	The MS4 Annual Report was prepared and presented to the Environment and Land Use Committee (ELUC) on May 10, 2018, and approved by the Champaign County Board on May 24, 2018.

**Table 4: Construction Site Runoff Control Activities 4/1/18 – 3/3/19**

BMP ID	Activities
D.1.1 - Soil erosion and sediment control regulations.	Soil erosion and sediment control regulations in the Champaign County Storm Water Management and Erosion Control Ordinance were enforced for all Land Disturbance Erosion Control (LDEC) Permits.
D.2.1- Erosion and sediment control BMPs	All Land Disturbance Erosion (LDEC) Permits were reviewed for use of appropriate BMP's
D.4.1. - Develop processes and procedures to evaluate proposed construction site runoff mechanisms.	Procedures to evaluate proposed construction site runoff mechanisms are refined in the review of LDEC Permits.
D.4.2. - Training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	No training occurred in Year 5.
D.6.1 - Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Procedures were refined as more experience was gained in the review of LDEC Permits.

**Table 5: Post-Construction Runoff Control Activities 4/1/18 – 3/3/19**

BMP ID	Activities
E.3.3 Annual training in green infrastructure and/or low impact design techniques for all MS4 employees and contractors who manage or are directly involved in the routine maintenance, repair, or replacement of public exterior surfaces.	No training occurred in Year 5.
E.4.1. - Training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).	No training occurred in Year 5.



**Champaign County, Illinois**  
**MS4 ANNUAL FACILITY INSPECTION REPORT**  
 REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019

**Table 6: Pollution Prevention / Good Housekeeping Activities 4/1/18 – 3/3/19**

BMP ID	Activities
F.1.2 Spill Response Protocol	The Champaign County Emergency Management Agency (CCEMA) conducted or participated in the following training in the program year: <b>February 7, 2018:</b> Both the Coordinator and the Assistant Coordinator attended pipeline training. <b>April 17, 2018:</b> Assistant Coordinator attended the Midwest Hazardous Materials Conference. <b>September 2018:</b> Coordinator attended Illinois Emergency Management Agency Summit in Springfield IL including sessions on the Hazardous Materials Emergency Preparedness Grant and Essentials of Commodity Flow Studies. <b>September 12, 2018:</b> Attended Peoples Gas table-top exercise involving a gas well leak. <b>October 25, 2018:</b> Champaign County Emergency Management Agency hosted the TEEX Crisis Leadership & Decision-Making for Elected Officials based on the 2001 Baltimore Train Tunnel Fire. <b>March 2019:</b> The Local Emergency Planning Committee featured the Dangerous Goods Officer from the Canadian National Railroad.
F.1.4- Hazardous material and storage management training.	All relevant hazardous materials storage and handling reviewed with Facilities Director.

**Table 7: BMPs in Progress**

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

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**Table 8: BMPs Pending**

BMP ID	Explanation of Pending Status
E.1.1 Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	The BMP was not completed in the program year.
E.1.2- Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	The BMP was not completed in the program year.
E.2.1. - Require annual inspections of publicly owned storm water management facilities (post-construction).	Expected to be included in the SWPPP to be developed in 2020.
F.1.1. - Spill prevention protocol.	Undetermined due to lack of coordination within County Departments. Expected to be established with the development of the SWPPP.
F.2.1. - Storm water Pollution Prevention Plan (SWPPP) for County owned facilities.	Milestones changed. SWPPP expected to be completed in Year 2020.
F.3.1. - Investigate feasibility and effectiveness of integrated, bio-detention and filtering for County campus redesign.	Issue was not discussed by the County Board.

**CHANGES TO BEST MANAGEMENT PRACTICES**

Attachment A reviews changes that were made in the program year and that are proposed for the next Program Year 3/31/19- 4/1/20. These changes are consistent with the Notice of Intent (NOI) to be submitted in May 2019.

**STATUS OF COMPLIANCE**

Attachment B reviews the status of compliance for all BMPs.

**INFORMATION COLLECTED AND ANALYZED IN YEAR 5**

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

**STORMWATER PROGRAM ACTIVITIES PROPOSED FOR PROGRAM YEAR APRIL 1, 2019–MARCH 31, 2020**

The activities proposed for Program Year April 1, 2019– March 31, 2020 are summarized in Attachment D.

**RELIANCE ON OTHER GOVERNMENTAL ENTITY**

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

## **YEAR 5 CONSTRUCTION PROJECTS**

Champaign County construction projects may be authorized under the Facilities Department or the Highway Department.

There was no land disturbance due to construction authorized under the Facilities Department in program year 4/1/18- 3/31/19.

Projects and details of Highway Construction Projects are provided in Table 9.

### **ATTACHMENTS**

- A Changes to Best Management Practices
- B Status of Compliance with N.P.D.E.S. Permit Conditions for Year 5
- C Information Collected for Year 5
- D Proposed NPDES Permit Activities for Program Year April 1, 2019 - March 31, 2020
- E Champaign County Unincorporated MS4 Area Storm Sewer System (Web) Map (excerpts from 100% complete Champaign County MS4 Area Storm Sewer System map) March 31, 2019
- F Champaign County Unincorporated MS4 Area Storm Water Survey Results April 2018

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**Table 9: Highway Construction Projects<sup>1</sup> from April 1, 2017 through March 31, 2018**

Section Number	Road District	Project Type	Area of Disturbance	Status
15-00028-00-BR	Champaign County C.H.16	Bridge Replacement	<1 acre	Completed in 2018
15-21440-00-SP	Raymond Twp.	Railroad Crossing	<1 acre	Expected completion unknown (in progress)
16-00443-00-RS	Champaign County	C.I.R. Foamed Asphalt	<1 acre	Completed in 2018
16-00444-00-SP	Champaign County	Guardrail Replacement	>1 acre	Expected completion in 2019 (start in June 2019)
17-00445-00-RS	Champaign County C.H. 13	H.I.R.	<1 acre	Completed in 2018
17-00446-00-SW	Champaign County	Sidewalk install	<1 Acre	Completed in 2018
17-00041-00-BR 17-00042-00-BR	Champaign County	Bridge Replacement	<1 acre	Completed in 2018
17-16043-00-BR	Newcomb Twp.	Bridge Replacement	<1 acre	Completed in 2018
18-00447-00-SP	Champaign County	Stop Sign Installation	>1 acre	Completed in 2018
18-00449-00-RS	Champaign County C.H. 19	Culvert Replacement	<1 acre	Expected completion in 2019
18-00448-00-RS	Champaign County Staley Road	H.I.R.	<1 acre	Completed in 2018
18-03000-00-RS	Champaign Twp.	H.I.R	<1 acre	Completed in 2018
18-00449-00-RS	Champaign County C.H. 9	Culvert Replacement	<1 acre	Expected completion in 2019
18-30001-00-SS	Urbana Twp.	Storm Sewer	<1 acre	Completed in 2018
18-30002-00-RS	Urbana Twp.	Resurfacing Pavement	None	Completed in 2018
18-27001-00-RS	St. Joseph Twp.	Resurfacing Pavement	None	Expected completion in 2019
18-30449-00-RS	Champaign County C.H. 9	Resurfacing Pavement	>1 acre	Expected completion in 2019
18-00060-00-BR	Champaign County C.H. 18	Bridge Replacement	<1 acre	Expected completion in 2019
18-00061-00-BR	Champaign County C.H. 17	Bridge Replacement	<1 acre	Expected completion in 2019
18-00062-00-BR	Champaign County C.H. 15	Bridge Replacement	<1 acre	Expected completion in 2019
18-00065-00-BR	Champaign County C.H. 9	Bridge Replacement	<1 acre	Expected completion in 2019
14-00438-00-RS	Champaign County C.H. 23	Resurfacing Pavement	>1 acre	Expected completion in 2019
19-23000-00-RS	St. Joseph Twp.	Resurfacing Pavement	None	Expected completion in 2019
18-15063-00-BR	Mahomet Twp.	Bridge Replacement	<1 acre	Expected completion in 2019

**NOTES**

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

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

**BMP No. C.2.1.**

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

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

**Milestones:**

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**Year 1\*:** Amend Nuisance Ordinance with new language prohibiting illegal dumping and illicit discharge into drainage system.

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**Year 2\*:** Enforce amended Ordinance.

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**Year 3\*:** Enforce amended Ordinance.

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**Year 4\*:** Enforce amended Ordinance.

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

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**\*Years are the program years in the new Notice of Intent (NOI) submitted in May 2019.**

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

**BMP No. D.3.1.**

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

Measurable Goals, including frequencies: Enforce Storm Water Management and Erosion Control (SWMEC) Ordinance prohibition on illegal dumping and illicit discharges into drainage systems from construction activities. Review existing Nuisance Ordinance and, if needed, revise to prohibit illegal dumping and illicit discharges into drainage system from construction activities, same as SWMEC Ordinance.

**Milestones:**

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Year 1\*: Enforce SWMEC Ordinance prohibition on illegal dumping and illegal discharges into drainage systems from construction activities.

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Year 2\*: Enforce SWMEC Ordinance prohibition on illegal dumping and illegal discharges into drainage systems from construction activities.

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Year 3\*: Enforce SWMEC Ordinance prohibition on illegal dumping and illegal discharges into drainage systems from construction activities.

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Year 4\*: Enforce SWMEC Ordinance prohibition on illegal dumping and illegal discharges into drainage systems from construction activities.

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Year 5\*: Enforce SWMEC Ordinance prohibition on illegal dumping and illegal discharges into drainage systems from construction activities.

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\*Years are the program years in the new Notice of Intent (NOI) submitted in May 2019.

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

**BMP No. E.1.1.**

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

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

**Milestones:**

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Year 1\*: Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page.

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Year 2\*: Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page.

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Year 3\*: Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page.

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

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Year 5\*: Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page.

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\*Years are the program years in the new Notice of Intent (NOI) submitted in May 2019.

**4. Revise Milestones for BMP No. E.1.2 Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.**

**BMP No. E.1.2.**

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

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

**Milestones:**

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**Year 1\*: Develop and maintain a Champaign County Sustainable Lawn Care web page.**

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**Year 2\*: Develop and maintain a Champaign County Sustainable Lawn Care web page.**

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**Year 3\*: Develop and maintain a Champaign County Sustainable Lawn Care web page.**

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**Year 4\*: Develop and maintain a Champaign County Sustainable Lawn Care web page.**

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**Year 5\*: Develop and maintain a Champaign County Sustainable Lawn Care web page.**

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**\*Years are the program years in the new Notice of Intent (NOI) submitted in May 2019.**



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

**BMP No. E.2.1.**

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

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

**Milestones:**

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Year 1\*: Develop and implement procedures for maintenance of publicly owned storm water management facilities (post-construction) in the Champaign County SWPPP.

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Year 2\*: Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

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Year 3\*: Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

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Year 4\*: Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

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Year 5\*: Conduct annual inspection and maintenance if required of publicly owned storm water management facilities (post-construction).

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\*Years are the program years in the new Notice of Intent (NOI) submitted in May 2019.

**6. Revise Milestones for BMP No. F.2.1 Prepare a Storm Water Pollution Prevention Plan (SWPPP) for County owned facilities.**

**BMP No. F.2.1. Brief Description of BMP: Prepare a Storm Water Pollution Prevention Plan (SWPPP) for County owned facilities.**

Measurable Goals, including frequencies: Prepare SWPPP for all County owned facilities.

Milestones:

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Year 1\*: Begin developing the Draft SWPPP for all County owned facilities.

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Year 2\*: Complete the Draft SWPPP for all County owned facilities.

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Year 3\*: Adopt the Draft SWPPP for all County owned facilities.

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Year 4\*: Implement the SWPPP for all County owned facilities

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Year 5\*: Implement the SWPPP for all County owned facilities

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\*Years are the program years in the new Notice of Intent (NOI) submitted in May 2019.

**7. Delete BMP No. F.3.1 Investigate feasibility and effectiveness of integrated, bio-detention and filtering for campus redesign.**

This BMP is being deleted because Champaign County does not have the resources for any campus redesign that is not absolutely mandated for compliance with some statutory requirement.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
1	A.1.1	Flyers and information sheets at permit counter.	<i>COMPLETE</i>	Develop and distribute an educational handout.	Distribute handout.	Handout displayed and available at the service counter.
2	A.2.1	Inform business groups about MS4, NPDES, and BMPs upon request.	<i>COMPLETE</i>	Conduct one presentation per year upon request.	Conduct one presentation upon request.	No requests for presentations about MS4, NPDES and BMPs were made from business groups.
3	A.2.2	Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	<i>INCOMPLETE</i>	Conduct one presentation per year.	Conduct one presentation.	NONE
4	A.2.4	Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	<i>COMPLETE</i>	Conduct one presentation per year.	Conduct one presentation upon request.	No requests for presentations about MS4, NPDES and BMPs were made from environmental, conservation, and citizen groups.
6	A.6.1	Educational and informational material on web page.	<i>COMPLETE</i>	Develop web page with annual updates on informational and educational materials.	Develop web page.	The MS4 Annual Facility Inspection Report was posted to the County website and to the collaborative MS4 website the Champaign County Stormwater Partnership ( <a href="http://www.ccstormwater.org">www.ccstormwater.org</a> )
7	B.4.1	Comply with applicable state and local public notice requirements.	<i>COMPLETE</i>	Annual number of meetings with MS4 related topics	Provide notice of pending storm water regulatory changes and provide opportunity for public comment.	All public hearings and meetings are noticed as required by state law and local ordinances and policies.
8	B.6.1	Intergovernmental Storm Water Management group meetings	<i>COMPLETE</i>	Hold at least four MS4 coordination meetings year	Attend meetings	During the program year County staff attended and participated in meetings with other MS4 jurisdictions on June 12, 2018; August 21, 2018; September 25, 2018; December 11, 2018; March 12, 2019.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
9	B.6.2	Prepare a storm water survey that can be used to capture public comment on the MS4 Storm Water Program.	<i>COMPLETE</i>	Prepare a storm water survey that can be used to capture annual public comment on the Champaign County Unincorporated MS4 Area Storm Water Program.	Make the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website.	The Champaign County MS4 Area Storm Water Survey is on the Champaign County website at <a href="https://docs.google.com/forms/d/e/1FAIpQLSd5hbzMASGpKgPWU3kr8gmQJ-w0ZorXoCFWUddjbMvI8P3Mg/viewform?c=0&amp;w=1">https://docs.google.com/forms/d/e/1FAIpQLSd5hbzMASGpKgPWU3kr8gmQJ-w0ZorXoCFWUddjbMvI8P3Mg/viewform?c=0&amp;w=1</a>
10	B.6.3	Hold an Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program.	<i>COMPLETED</i>	Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at one ELUC Meeting each year.	Hold a public meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program at the March 2018 regular meeting of the Champaign County Board's Environment and Land Use Committee (ELUC). Public comments will include (a) comments received from the April 2017 random sample survey of Champaign County Unincorporated MS4 Area Environmental Justice (EJ) Areas; (b) comments received from respondents of the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County	The Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting was held on May 10, 2018.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
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	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
					website during the period 4/1/17 through 3/1/18; and (c) comments made by public participation at the Public Meeting in May 2018.	
11	B.6.4	Identify Environmental Justice areas within the Champaign County Unincorporated MS4 Area and include appropriate public participation.	<i>COMPLETED</i>	Identify Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area and update EJ Areas annually based on the most current US Census information and randomly sample the EJ area population for storm water concerns using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. Review the survey results at the next Annual Public Storm Water Meeting held at a meeting of the Champaign County Board's Environment and Land Use Committee (ELUC).	In April 2018 a random sample survey of the EJ population was conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the May 2019 meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Program Year 4/1/19- 3/31/20.	In April 2018 a random sample survey of the EJ population was conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the May 2019 meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Program Year 4/1/19- 3/31/20.
12	B.7.1	Include NPDES MS4 requirements in the County's Land Resource Management Plan	<i>COMPLETE</i>	Include NPDES MS4 requirements in the County's Land Resource Management Plan and include in annual long range work plan as required.	Include MS4 in work plan for FY17.	Funding for MS4 projects was included for FY19.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
13	C.1.1	Map drainage system outfalls into streams and rivers.	<i>COMPLETED</i>	Update as information is available and complete a system wide updated every three years.	(1) Maintain drainage system map for unincorporated MS4 Area.  (2) Complete drainage system map for County Highway system outside of MS4 Area (100% completion).	The storm sewer system map for the unincorporated Champaign County MS4 Area was mapped to 100% completion and the storm sewer system map for County Highways outside the MS4 Area was mapped to 100% completion. An excerpt is attached. The webmap can be viewed on the Champaign County website ( <a href="http://www.co.champaign.il.us">www.co.champaign.il.us</a> ) under the Department of Planning and Zoning and at the web address below: <a href="https://arcg.is/1SHanm">https://arcg.is/1SHanm</a>
14	C.2.1	Prohibit illegal dumping and illicit discharges into drainage system.	<i>IN PROGRESS</i>	Review existing Nuisance Ordinance and revise Ordinance language to include illegal dumping and illicit discharges into drainage systems. Adopt a new ordinance or amend existing ordinance.	Amend ordinance with new language.	NONE
15	C.3.1	Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	<i>COMPLETE</i>	Develop and maintain complaint phone line.	Maintain complaint phone line and record of complaints.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding illegal dumping and illicit discharges.
16	C.3.2	Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	<i>COMPLETE</i>	Develop and maintain complaint phone line.	Maintain complaint phone line and record of complaints.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding non-complying and / or non-functioning private sewage treatment systems.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
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	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
17	C.3.3	Create a database of existing private sewage treatment systems and develop management plan to bring non-compliant systems into compliance.	<i>IN PROGRESS</i>	Create database and develop management plan. Implement plan.	Create database and develop management plan.	Records of private sewage treatment systems obtained from Public Health Department, GIS database is under development.
18	C.6.1	Annual Report to the Environment and Land Use Committee (of the Champaign County Board) and the Champaign County Board.	<i>COMPLETE</i>	Present Annual Report and place on file.	Annual Report completed.	The MS4 Annual Report was prepared and presented to the Environment and Land Use Committee (ELUC) on May 10, 2018, and approved by the Champaign County Board on May 24, 2018.
19	D.1.1	Soil erosion and sediment control regulations.	<i>COMPLETE</i>	Review existing soil erosion and sediment control regulations. Prepare draft regulations for County Board adoption. Approve revised regulations.	Enforce soil erosion and sediment control ordinance.	Soil erosion and sediment control regulations in the Champaign County Storm Water Management and Erosion Control Ordinance were enforced for all Land Disturbance Erosion Control (LDEC) Permits.
20	D.2.1	Erosion and sediment control BMPs.	<i>COMPLETE</i>	Review and evaluate existing BMPs to determine which should be included in the erosion and sediment control ordinance. Review existing regulations and develop new regulations for ordinance.	Review plans and development for appropriate use of BMP's as required by adopted ordinance.	Land Disturbance Erosion (LDEC) Permits are reviewed for use of appropriate BMP's
21	D.3.1	Prohibit illegal dumping and illicit discharges into storm drainage system from construction activities.	<i>IN PROGRESS</i>	Review existing Nuisance Ordinance and revise Ordinance language to include illegal dumping and illicit discharges into drainage systems from construction activities. Implement either a new ordinance language or amend existing Ordinance.	Review existing Nuisance Ordinance and draft new Nuisance Ordinance language.	The Storm Water Management and Erosion Control Ordinance includes a prohibition of illegal dumping and illicit discharges from construction activities. Nuisance Ordinance language has been drafted regarding illegal dumping and illicit discharges into drainage systems but has not yet been adopted.



**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
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	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
22	D.4.1	Develop processes and procedures to evaluate proposed construction site runoff mechanisms.	<i>COMPLETE</i>	Develop procedures and processes to evaluate proposed construction site runoff control mechanisms.	Develop, implement and refine review procedures	Procedures to evaluate proposed construction site runoff mechanisms are refined in the review of LDEC Permits.
23	D.4.2	Training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	<i>INCOMPLETE</i>	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	Director's designee attends training.	No training occurred in Year 5.
24	D.6.1	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	<i>COMPLETE</i>	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Implement and refine review procedures.	Procedures were refined as more experience was gained in the review of LDEC
25	E.1.1	Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	<i>INCOMPLETE</i>	Add a Green Infrastructure page to the Champaign County website to educate landowners about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page	NONE
26	E.1.2	Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	<i>INCOMPLETE</i>	Add a Sustainable Lawn Care page to the Champaign County website to educate landowners about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	Develop and implement a Champaign County Sustainable Lawn Care web page	NONE

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
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	BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
27	E.2.1	Require annual inspections of publicly owned storm water management facilities (post-construction).	<i>INCOMPLETE</i>	Establish and implement procedures for annual inspections of publicly-owned storm water management facilities to insure they function as designed (post-construction) in the County SWPPP.	Develop and implement procedures in the County SWPPP	NONE
28	E.3.1	Develop procedures to ensure that storm water management facilities are maintained to function as designed (post-construction).	<i>IN PROGRESS</i>	Procedures identified for storm water facility maintenance (post-construction) in the County SWPPP.	NONE	The Storm Water Management and Erosion Control Ordinance requires ongoing maintenance of storm water management facilities.
29	E.3.3	Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training	<i>INCOMPLETE</i>	Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training	Training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces.	No training occurred in Year 5.
30	E.4.1	Training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).	<i>INCOMPLETE</i>	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting site runoff control mechanisms (post-construction).	Director's designee attends training.	No training occurred in Year 5.

**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
31	E.5.1 Develop procedures and processes to inspect construction sites for compliance with post-construction runoff control mechanisms.	<i>COMPLETE</i>	Develop procedures and processes to inspect construction sites for compliance with approved post-construction site runoff control mechanisms.	Develop and implement procedures.	The Storm Water Management and Erosion Control Ordinance requires "as-built" documentation.
32	F.1.1 Spill prevention protocol.	<i>INCOMPLETE</i>	Conduct annual spill prevention training with appropriate staff. Track meeting agenda, materials, and attendee sign-in sheet.	Undetermined due to lack of coordination within County Departments. Expected to be established with the development of the SWPPP.	NONE
33	F.1.2 Spill response protocol.	<i>COMPLETE</i>	Conduct annual spill response training with appropriate staff. Track meeting agenda, materials, and attendee sign-in sheet.	Training session completed.	The Champaign County Emergency Management Agency (CEMA) conducted or participated in the following training in the program year: <b>February 7, 2018:</b> Both the Coordinator and the Assistant Coordinator attended pipeline training. <b>April 17, 2018:</b> Assistant Coordinator attended the Midwest Hazardous Materials Conference. <b>September 2018:</b> Coordinator attended Illinois Emergency Management Agency Summit in Springfield IL including sessions on the Hazardous Materials Emergency Preparedness Grant and Essentials of Commodity Flow Studies. <b>September 12, 2018:</b> Attended Peoples Gas table-top exercise

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**Attachment B. Status Of Compliance With N.P.D.E.S. Permit Conditions for Year 5**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Status	Measurable Goal	Year 5 Milestone	Description of Activities
					involving a gas well leak. <b>October 25, 2018:</b> Champaign County Emergency Management Agency hosed the TEEX Crisis Leadership & Decision-Making for Elected Officials based on the 2001 Baltimore Train Tunnel Fire. <b>March 2019:</b> The Local Emergency Planning Committee featured the Dangerous Goods Officer from the Canadian National Railroad.
34	F.1.4 Hazardous material and storage management training.	<i>COMPLETE</i>	Conduct annual hazardous material and storage management training with appropriate staff. Track meeting agenda, materials, and attendee sign-in sheet. Review licensing annually.	License review and training session completed.	All relevant hazardous materials storage and handling reviewed with Facilities Director.
35	F.2.1 Storm water Pollution Prevention Plan (SWPPP) for County owned facilities.	<i>INCOMPLETE</i>	Prepare SWPPP for all County owned facilities.		Present the Plan for adoption.
36	F.3.1 Investigate feasibility and effectiveness of integrated, bio-detention and filtering for County campus redesign.	<i>INCOMPLETE</i>	Review and develop a feasibility plan. Update feasibility plan each year, if necessary.	None identified.	NONE

There was no information collected from April 1, 2018, through March 31, 2019.

**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
A.1.1	Flyers and information sheets at permit counter.	Develop and distribute one new educational material handout.	Distribute handout.	Distribute handout.
A.2.1	Inform business groups about MS4, NPDES, and BMPs.	Conduct one presentation per year, upon request.	Conduct one presentation, upon request.	Conduct a presentation upon request.
A.2.2	Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	Conduct one presentation each year, upon request.	Conduct one presentation, upon request.	Conduct one presentation upon request.
A.2.4	Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	Conduct one presentation each year, upon request.	Conduct one presentation, upon request.	Conduct one presentation upon request.
A.6.1	Educational and informational material on web page.	Develop web page with annual updates on informational and educational materials.	Develop web page.	Post Annual MS4 Report to County website.
B.4.1	Comply with applicable State and local public notice requirements.	Annual number of meetings with MS4 related topics. Maintain electronic records of notices, agendas, and public participation.	Provide notice of pending stormwater regulatory changes and provide opportunity for public comment.	Post meeting announcements as required by law.
B.6.1	Intergovernmental Storm Water Management group meetings (coordination meetings for all Champaign County MS4 jurisdictions)	Hold at least four MS4 coordination meetings each year.	Attend meetings.	Attend MS4 meetings.
B.6.2	Prepare a storm water survey that can be used to capture public comment on the MS4 Storm Water Program	Prepare a storm water survey that can be used to capture annual public comment on the Champaign County Unincorporated MS4 Area Storm Water Program.	Make the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website.	Make the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website.

**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
B.6.3	Hold Annual Public Storm Water Meeting at the Champaign County Board Environment and Land Use Committee (ELUC) Meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program.	Have the Champaign County Unincorporated MS4 Area Storm Water Program as an Agenda item at one ELUC Meeting each year.	Hold a public meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program at the March 2018 regular meeting of the Champaign County Board's Environment and Land Use Committee (ELUC). Public comments will include (a) comments received from the April 2017 random sample survey of Champaign County Unincorporated MS4 Area Environmental Justice (EJ) Areas; (b) comments received from respondents of the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website during the period 4/1/17 through 3/1/18; and (c) comments made by public participation at the Public Meeting in May 2018. All public comments received in regards to the Champaign County Unincorporated MS4 Area Storm Water Program during Year 5	Hold a public meeting to receive public comments regarding the Champaign County Unincorporated MS4 Area Storm Water Program at the March 2019 regular meeting of the Champaign County Board's Environment and Land Use Committee (ELUC). Public comments will include (a) comments received from respondents of the Champaign County Unincorporated MS4 Area Storm Water Survey available on the Champaign County website during the period 4/1/18 through 3/1/19; and (c) comments made by public participation at the Public Meeting in May 2019.  All public comments received in regards to the Champaign County Unincorporated MS4 Area Storm Water Program during Program Year 4/1/19 – 3/31/20 will be reported in the Annual Facility Inspection Report for Program Year 4/1/19 – 3/31/20.

**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
			will be reported in the Annual Facility Inspection Report for Year 5.	
<b>B.6.4</b>	Identify Environmental Justice areas within the Champaign County Unincorporated MS4 Area and include appropriate public participation.	Identify Environmental Justice (EJ) areas within the Champaign County Unincorporated MS4 Area and update EJ Areas annually based on the most current US Census information and randomly sample the EJ area population for storm water concerns using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. Review the survey results at the next Annual Public Storm Water Meeting held at a meeting of the Champaign County Board's Environment and Land Use Committee (ELUC).	In April 2018 a random sample survey of the EJ population was conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the May 10, 2018, meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Year 5.	In April 2019 a random sample survey of the updated EJ population for 2019 will be conducted using the Champaign County Unincorporated MS4 Area Storm Water Survey with a postage-paid reply envelope. The results of that survey will be reviewed at the March 2019 meeting of the Champaign County Board's Environment and Land Use Committee (ELUC) and reported in the Annual Facility Inspection Report for Program Year 4/1/19- 3/31/20.
<b>B.7.1</b>	Fund aspects of NPDES MS4 implementation in the County's Land Resource Management Plan implementation budget including public involvement when appropriate.	Include NPDES MS4 requirements in the County's Land Resource Management Plan and include in annual long range work plan as required.	Include MS4 in work plan for FY19.	Include MS4 in work plan for FY20.



**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
C.1.1	Map drainage system out falls into streams and rivers.	Update as information is available and complete a system wide update every 3 years.	Complete 100% drainage system map for unincorporated MS4 Area	Update Champaign County MS4 Unincorporated Area storm sewer system map as new information becomes available.
C.2.1	Prohibit illegal dumping and illicit discharges into drainage systems through nuisance ordinance.	Review existing Nuisance Ordinance and revise Ordinance to include illegal dumping and illicit discharges into drainage systems. Adopt a new Ordinance or amend existing Ordinance.	Amend Nuisance Ordinance to prohibit illegal dumping and illicit discharges into drainage system. <b>MILESTONE NOT ACHIEVED</b>	Amend Nuisance Ordinance with new illicit discharge language.
C.3.1	Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	Develop and maintain phone line.	Maintain complaint phone line and record of complaints.	Maintain complaint phone line and record of complaints.
C.3.2	Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	Develop and maintain complaint phone line.	Maintain complaint phone line and record of complaints.	Maintain complaint phone line and record of complaints.
C.3.3	Create a database of existing private sewage treatments systems and develop management plan to bring non-compliant systems into compliance.	Create database and develop and adopt management plan. Implement management plan.	Create database and develop management plan.	Create database and develop management plan.
C.6.1	Annual report to the Environment and Land Use Committee of the Champaign County Board.	Present Annual Report and place on file.	Annual report completed	Complete annual report.
D.1.1	Soil Erosion and Sediment Control regulations.	Review existing erosion and sediment control regulations. Prepare draft regulations for County Board adoption. Approve revised regulations.	Enforce Soil Erosion and Sediment Control regulations.	Enforce Soil Erosion and Sediment Control regulations.
D.2.1	Erosion and Sediment Control BMPs.	Review and evaluate existing BMPs to determine which should be included in the erosion and sediment control ordinance. Review existing regulations and develop new regulations for the ordinance.	Review plans and development for appropriate use of BMPs as required by adopted ordinance and/or policy	Review Land Disturbance Erosion (LDEC) Permits for use of appropriate BMP's

**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
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**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
D.3.1	Prohibit illegal dumping and illicit discharges into storm drainage system from construction activities.	Review existing Nuisance Ordinance and revise Ordinance language to include illegal dumping and illicit discharges into drainage systems from construction activities. Implement either a new Ordinance or amend existing Ordinance.	Amend Nuisance Ordinance with illicit discharge language. <b>MILESTONE NOT ACHIEVED</b>	Amend Nuisance Ordinance with new illicit discharge language
D.4.1	Develop procedures and processes to evaluate proposed construction site runoff mechanisms.	Develop procedures and processes to evaluate proposed construction site runoff mechanisms.	Develop, implement and refine review procedures.	Develop, implement, and refine review procedures.
D.4.2	Training class/ workshop for evaluating and inspecting construction site runoff control mechanism.	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	Director's designee attends training.	Director's designee attends training.
D.6.1	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	Implement and refine review procedures.	Implement and refine review procedures.
E.1.1	Implement a public education program about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	Add a Green Infrastructure page to the Champaign County website to educate landowners about the benefits of green infrastructure and green housekeeping in minimizing the volume of storm water runoff and pollutants from existing privately owned developed property.	Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page <b>MILESTONE NOT ACHIEVED</b>	Develop and implement a Champaign County Green Infrastructure & Green Housekeeping web page
E.1.2	Implement a public education program about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	Add a Sustainable Lawn Care page to the Champaign County website to educate landowners about the water quality impacts of overuse of fertilizers and pesticides in non-agricultural uses.	Develop and implement a Champaign County Sustainable Lawn Care web page. <b>MILESTONE NOT ACHIEVED</b>	Develop and implement a Champaign County Sustainable Lawn Care web page

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**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
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**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
E.2.1	Require annual inspection of publicly-owned storm water management facilities (post- construction).	Establish and implement procedures for annual inspections of publicly-owned storm water management facilities to ensure facilities function as designed (post-construction) in the County SWPPP.	Develop and implement procedures in the County SWPPP. <b>MILESTONE NOT ACHIEVED</b>	Develop and implement procedures in the County SWPPP
E.3.1	Develop procedures to ensure that storm water facilities are maintained to function as designed (post- construction).	Procedures identified for storm water facility maintenance (post-construction) in the County SWPPP.	Develop and implement procedures in the County SWPPP.	Develop and implement procedures in the County SWPPP.
E.3.3	Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training	Provide annual training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces. Require that contractors who are retained to manage or carry out the kinds of maintenance and relevant contractor employees also have annual training	Training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces.	Training in green infrastructure and/or low impact design techniques for all MS4 employees who manage or are directly involved in (or who retain others who manage or are directly involved in) the routine maintenance, repair, or replacement of public exterior surfaces.
E.4.1	Training class or workshop for evaluating and inspecting site runoff control mechanisms (post-construction).	Zoning Officer (or Director's designee) attendance at training class or workshop for evaluating and inspecting site runoff control mechanisms (post-construction).	Director's designee attends training.	Director's designee attends training.
E.5.1	Develop procedures and processes to inspect construction sites for compliance with runoff control mechanisms.	Develop procedures and processes to inspect construction sites for compliance with approved post-construction site runoff control mechanisms.	Develop and implement procedures.	Develop and implement procedures

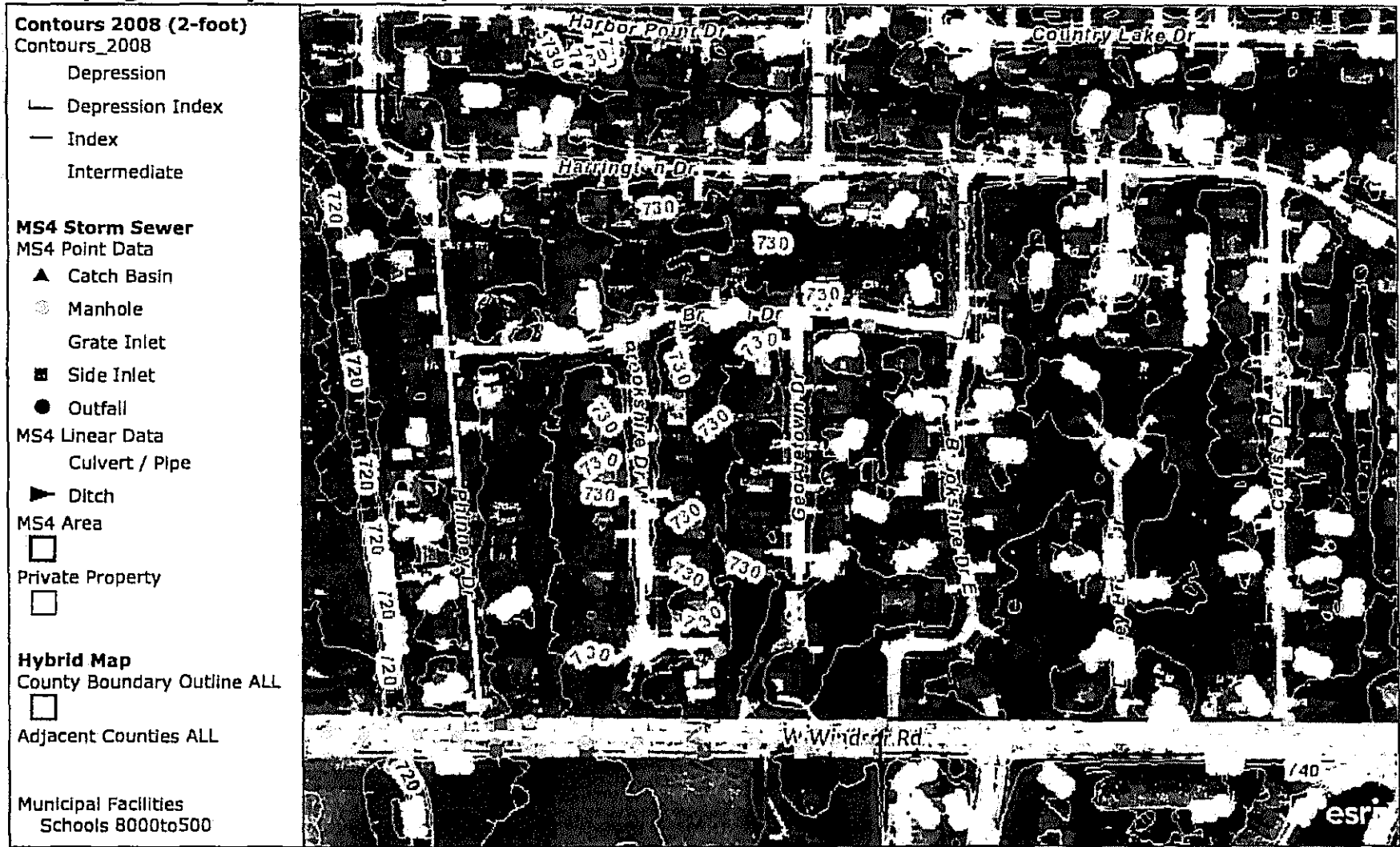
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**Attachment D. N.P.D.E.S. Permit Activities for Reporting Year April 1, 2019 – March 31, 2020**  
**CHAMPAIGN COUNTY, ILLINOIS MS4 ANNUAL FACILITY INSPECTION REPORT**  
**REPORTING PERIOD YEAR 5 (4/1/18 – 3/31/19) APRIL 1, 2019**

BMP No.	Brief Description of Best Management Practice (BMP)	Measurable Goal	Year 5 Milestone (4/1/18-3/31/19)	Proposed Activity Program Year 4/1/19-3/31/20
F.1.1	Spill prevention protocol	Conduct annual spill prevention training with appropriate County staff. Track with meeting agenda, materials, and attendee sign-in sheet.	Training session completed.	Training session completed.
F.1.2	Spill response protocol	Conduct annual spill response training with appropriate County staff. Track with meeting agenda, materials and attendee sign-in sheet.	Training session completed.	Training session completed.
F.1.4	Hazardous material and storage management training.	Conduct annual hazardous material and storage management training with appropriate County staff. Track with meeting agenda, materials and attendee sign-in sheet. Review licensing annually.	License review and training session completed.	Complete a training session with appropriate staff and review relevant licenses.
F.2.1	Prepare a Stormwater Pollution Prevention Plan (SWPPP) for County owned facilities.	Prepare SWPPP for all County owned facilities.	Develop the plan.	Begin developing the Draft SWPPP for all County owned facilities.



### Champaign County MS4 Web Map



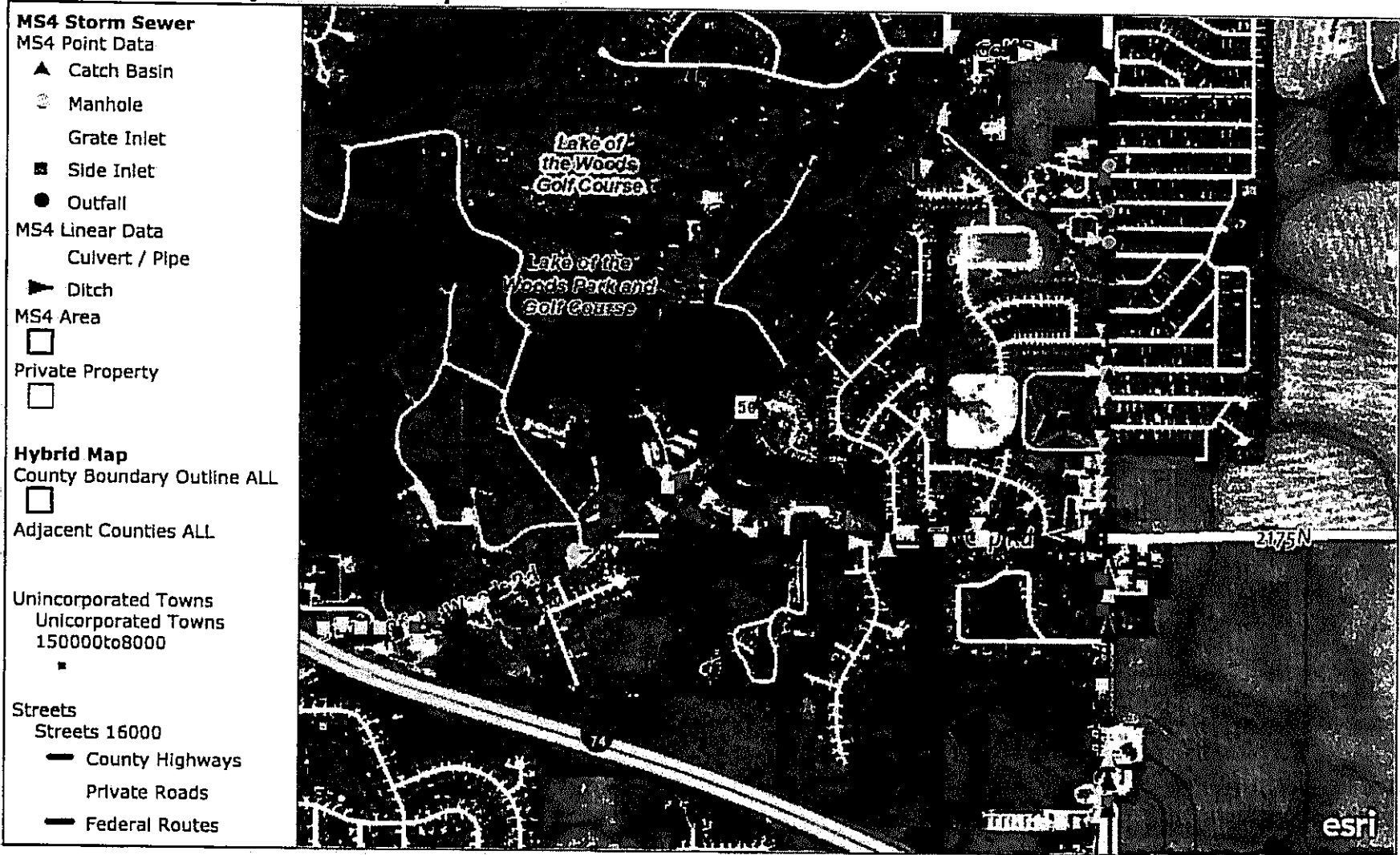
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Draft of the Champaign County MS4 storm sewer public web map.

300ft

Champaign County GIS Consortium | Champaign County Planning and Zoning | Aerometric

### Champaign County MS4 Web Map



67

Draft of the Champaign County MS4 storm sewer public web map.

0.2mi

Champaign County GIS Consortium | Aerometric | Champaign County Planning and Zoning

**PLANNING &  
ZONING**

**Brookens Administrative  
Center**  
1776 E. Washington Street  
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[www.co.champaign.il.us/zoning](http://www.co.champaign.il.us/zoning)

**DATE:** May 1, 2019  
**TO:** Environment and Land Use Committee  
**FROM:** Susan Monte, Planner  
**RE:** 2018 Champaign County MS4 Area Storm Water Survey Results

**ACTION REQUESTED:** For Information Only

### Summary

This memorandum describes survey responses to the 2018 Champaign County MS4 Area Storm Water Survey, and contains a comparison between the survey responses received in 2018 and in 2017.

### Survey Intent.

The Champaign County MS4 Area Storm Water Survey is administered to identify citizen concerns related to storm water within the Champaign County Urbanized Area. The Champaign County Urbanized Area includes Champaign, Urbana, Savoy, Tolono, and the all areas located within one half-mile of those municipalities.

The annual survey is conducted to satisfy the Champaign County MS4 Storm Water NPDES Annual Facility Report identified best management practice requirement regarding Public Involvement/ Participation of Environmental Justice Areas within the Unincorporated MS4 Area.

### Study Area Population.

In 2018, Champaign County's MS4 "qualifying" EJ Parcel jurisdiction is comprised of a total of 3,212 parcels. Allowing a 95% confidence interval and a 5% margin of error, the random sample size of 344 was used, as recommended for a population of 3,212.<sup>1</sup>

### Survey Distribution.

On June 11, 2018, a total of 400 surveys were mailed to a randomly selected sample of recipients residing within Environmental Justice areas of the Champaign County MS4 Area. A bilingual copy (English/ Spanish) of the survey is available on the Champaign County Department of Planning and Zoning Storm Water Program webpage, and available upon request.

### Sample Size.

As of June 29, 2018, a total of 70 survey responses were received. A reminder postcard was mailed to the same random sample of 400 parcels.

### Response Rate.

As of August 28, 2018, a total of 84 mailed survey responses and 1 online survey response was received. A response rate of 24 percent was reached with regard to the mailed survey. A 10%-15% response rate for a survey distributed by mail is considered an average.



**Follow-up Contact regarding County Board Review.**

A total of 13 respondents indicated they wanted to be notified about the County Board review of survey results, with 10 respondents providing contact info.

**Comparison of survey responses received in 2018 and in 2017.**

	2017	2018
Is there a location in the Champaign County MS4 Area or Urbanized Area where you believe storm water drainage causes a problem during or after a rain event?	36% yes 64% no	39% yes 56% no 5% no response
Is there any location in the Champaign County MS4 Area or Urbanized Area where you believe storm water gets polluted?	16% yes 79% no 4% no response	14% yes 79% no 7% no response
Do you recreate at any location in the Champaign County MS4 Area or urbanized Area where water is a prominent feature?	21% yes 73% no 6% no response	19% yes 72% no 9% no response
Please feel free to add any other comments you have regarding storm water in the Champaign County MS4 Area or Urbanized Areas. Number of comments provided: ..... Comments regarding Champaign County MS4 Area: ..... Comments that pertain to outside Champaign County MS4 Area: ..	10 — —	10 — —
Please indicate the nearest street intersection to your home.	79% responded 21% no response	79 responded 18% no response 3% unusable responses
Please indicate the major watershed that you live in.	1.4% Embarras 2.9% Middle Wabash-Little Vermilion 25% Upper Kaskaskia 39.7% Vermilion 30.8% no response	3.5% Embarras 0% Middle Wabash-Little Vermilion 32.9% Upper Kaskaskia 32.9% Vermilion 30.6% no or unusable response
Would you like to be included on the mailing list?	13 yes 10 provided contact info	9 yes 7 provided contact info

**Attachment A: Summary of Survey Responses**

**Note:**

1. Sample size based on calculator used at Calculator.net, <http://www.calculator.net/sample-size-calculator.html?type=1&cl=95&ci=5&ps=5291&x=77&y=13>

1) Is there a location in the Champaign County MS4 Area or Urbanized Area where you believe storm water drainage causes a problem during or after a rain event?

39% Yes 56% No 5% No Response

Of the 33 sets of location or nearest street intersection information received,

- 3 responses were not specific enough to understand.
- 23 location/nearest street intersections are located within the Champaign County MS4 Area. These locations are shown in blue in the table that follows.
- 7 location/nearest street intersections provided are located in either the City of Urbana or City of Champaign MS4 jurisdiction.

	Location	Within Champaign County MS4 Area?	Type of Problem caused by Storm Water Drainage
1	Cherry Hills Dr & Windsor Rd,	Yes	Storm water in street that seems to interfere with traffic during large rain events
2	Rolling Acres Dr.	Yes	Storm water sits and does not move down stream in ditches along upper side of Rolling Acres Dr.
3	Cherry Hills Dr & Windsor Rd.	Yes	Storm water in the street that seems to interfere with traffic during large rain events
4	Windsor Rd. & Cherry Hills Dr.	Yes	Storm water in the street that seems to interfere with traffic during large rain events
5	Cherry Hills Rd. & Windsor Rd., SE Corner	Yes	Storm water in the street that seems to interfere with traffic during large rain events
6	North of Entrance to Urbana C.C. and to west	Yes	Storm water in the street that seems to interfere with traffic during large rain events
7	Windsor Rd. & Cherry Hills Dr.	Yes	Storm water in the street that seems to interfere with traffic during any rain and large rain events
8	Cunningham & Perkins, going east towards Brownfield Rd. - flooding	Maybe	Storm water in the street that seems to interfere with traffic during any rain and storm water so deep that it may be a safety concern during any rain
9	N. Carrie Ave. & Walter St.	Yes	Storm water that causes property damage by flooding a building during large rain events. I put in a swale between 307 Carrie and 305 Carrie, Urbana so that rain water could run off instead of under my house. Builder of 305 took the previous swale out when he built 305 Carrie. My cost \$1,500. Mold remediation cost \$9,000 in crawl space.
10	Garden Hills neighborhood	No	Storm water that causes property damage by flooding a building(s) during any rain, storm water in the street that seem to interfere with traffic during large rain events and storm water that is so deep that it may be a safety concern during any rain.
11	Illinois St. & Glenn	Yes	Storm water so deep that it may be a safety concern during any rain. Other: street water on each side of road
12	Willow View Rd. - field between Christopher Cir. & Perkins Rd.	Yes	Storm water so deep that it may be a safety concern during large rain events.
13	Perkins Rd. & Willow View Rd. (Willow Springs Condo Assoc.)	Yes	Water retention area does not drain well - water is often very deep in large rain events - deep enough for ducks & geese to gather.
14	1803 Cindy Lynn St, Urbana	Yes	Storm water that causes property damage by flooding a building(s) during large rain events, storm water in the street that seems to interfere with traffic during large rain events.
15	Smith Rd. & Main St., just east of	No	Storm water in the street that seems to interfere with traffic

16	Along Perkins Rd.	Maybe	Storm water that causes property damage by flooding a building(s) during large rain events, storm water in the street that seems to interfere with traffic during large rain events and storm water so deep that it may be a safety concern during large rain events.
17	7001 Bentbrook/Golf Creek	No	Storm water that causes property damage by flooding a building(s) during large rain events, storm water in the street that seems to interfere with traffic during large rain events
18	High Cross Rd & Kyle St	Yes (if west half of intersection)	Storm water that causes property damage by flooding a building(s) during large rain events, storm water in the street that seems to interfere with traffic during large rain events. Recently there has been some work done that seems to have reduced the problem dramatically so my info above is old, possibly.
19	No location indicated	n/a	Water stays in ditch, suppose to go south but just sits in ditch, sometimes back into my basement Storm water that causes property damage by flooding a building(s) during large rain events, storm water in the street that seem to interfere with traffic during large rain events and storm water that is so deep that it may be a safety concern during large rain events, ditch fills with water.
20	Berneice Ct.	Yes	Storm water in the street that seems to interfere with traffic during large rain events.
21	Slayback & E. Dodson	Yes	People mowing grass into street plug up storm sewers
22	Intersection of Beck Dr & Brian Dr	Yes	Storm water that causes property damage by flooding a building(s) during large rain events, storm water in the street that seems to interfere with traffic during any rain and storm water so deep that it may be a safety concern during large rain events.
23	Kirby Ave. between Duncan & Mattis area around Lincolnshire Subdivision	No	Storm water in the street that seems to interfere with traffic during large rain events and storm water so deep that it may be a safety concern during large rain events
24	Fox Dr. & Neil	No	Storm water so deep that it may be a safety concern during large rain events
25	2703 Arlene Dr., Urbana	Yes	Storm water that causes property damage by flooding a building(s) during any rain.
26	Airport & Arlene Dr.	Yes	Storm water that causes property damage by flooding a building(s) during large rain events. If it rains too hard the drainage ditch cannot keep up and it overflows.
27	West Country Club Road, Urbana	Yes	Storm water in the street that seems to interfere with traffic during large rain events.
28	Cypress Creek & Cherry Hills	No	Storm water that causes property damage by flooding a building(s) during large rain events
29	University and Cunningham under viaduct by Schnucks	No	Storm water in the street that seems to interfere with traffic during large rain events
30	Slayback & E. Dodson	Yes	Storm water in the street that seems to interfere with traffic during large rain events
31	Perkins Rd. & Highcross Rd. / Kyle/Cindy Lynn	Yes	Storm water in the street that seems to interfere with traffic during large rain events and storm water so deep that it may be a safety concern during large rain events
32	Kyle/Cindy Linn & Kyle Shelly Court	Yes	Storm water in the street that seems to interfere with traffic during large rain events and storm water so deep that it may be a safety concern during large rain events
33	2409 Sharlyn Drive, Urbana	Yes	Storm water that causes property damage by flooding a building during large rain events and storm water so deep it may be a safety concern during large rain events.

- 2) Is there any location in the Champaign County MS4 Area or Urbanized Area where you believe storm water gets polluted?

14% Yes 79% No 7% No Response

Of the 12 responses received, five locations are within the Champaign County MS4 Area. These are highlighted in green on the table that follows.

Other responses received were not sufficiently specific to determine the MS4 Area jurisdiction.

	Location	Within Champaign County MS4 Area?	Type of Pollution
1	Rolling Acres	Yes	Septic System release of sewage (septage) onto the ground or into a stream
2	No location given	n/a	Trash on the ground or in the street that may wash into the storm sewer system
3	Glenn	Not specific	Trash on the ground or in the street that may wash into the storm sewer system
4	Along Perkins Road	Not specific	Take a look after a heavy rain
5	No location given	n/a	Ditch in front of my house is full of bugs and mosquitos.
6	Berniece Ct.	Yes	Water drains into a water way with fertilizer. If we had ditches at 2808 and 2810, water would flow into water way and no flooding would take place, but these people covered the ditches so they would have a better looking lawn thus creating flooding of the street.
7	No location given	n/a	Trash on the ground or in the street that may wash into the storm sewer system and washing of business vehicles in other than in a car wash facility
8	Slayback & E. Dodson	Yes	Trash on the ground or in the street that may wash into the storm sewer system
9	Farhills Drive, Champaign	Yes	Dumping of unknown liquids into a storm drain or other part of the storm sewer system
10	Kyle/Cindy Lynn	Yes	Trash on the ground or in the street that may wash into the storm sewer system (minimal) and a sanitary sewer that overflows onto the surface of the ground and/or empties into a stream during hard rains water stands on road.
11	Kyle/Highcross Road	Yes	Trash on the ground or in the street that may wash into the storm sewer system and chemicals used on crops draining into storm water
12	No location given	n/a	A liquid other than water that drains out of a pipe even during dry periods.

3) Do you recreate at any location in the Champaign County MS4 Area or Urbanized Area where water is a prominent feature?

19% Yes    72% No    9% No Response

	Location	Type of Recreation	Concerned about water quality at this location?	Water quality concerns
1	Lake behind our house	Walking along or near the shore, fishing from the shore and from a boat, paddle boating	No	n/a
2	Porter Family Park	Walking along or near the shore and running	No	n/a
3	Walking paths in "The Meadows" development near Windsor & Duncan	Walking along or near the shore	Yes	Other pollution that is visible in the water and that harms the quality of the aquatic environment
4	Country Club Entrance	Walking along or near the shore	No	n/a
5	Springfield & 2 <sup>nd</sup>	Walking along or near the shore	No	n/a
6	Lincolnshire Fields Lake	Boating, wading and/or swimming	No	n/a
7	Glenn	Walking along or near the shore	n/a	n/a
8	Crystal Lake Park	Walking along or near the shore	No	n/a
9	Smith Road & Washington	Walking along or near shore and taking pictures of birds & flowers	No	n/a
10	Lincolnshire Fields Lake	Walking along or near the shore	No	n/a
11	Glenshire neighborhoods	Walking along or near shore	Yes	Trash in the water that is unpleasant to see, causes pollution, bank or shore erosion that harms the quality of the aquatic environment, other pollution that is visible in the water and that harms the quality of the aquatic environment, pollution in water harming wildlife
12	Lake Park	Walking along or near shore	No	n/a
13	"Lake" near Mettler Center (Windsor & Duncan), Crystal Lake, Kaufman Lake	Walking along or near the shore, boating	No	n/a
14	Various places (parks)	Walking along or near the shore	Yes	Trash in the water that is unpleasant to see, causes pollution, bank or shore erosion that harms the quality of the aquatic environment, impact on ecosystem
15	Highcross Rd. between Perkins Rd. & Airport Road. Drainage Creek between Kyle & Airport Road	Bicycling	Yes	Trash in the water that is unpleasant to see and other pollution in the water that harm either myself or others who may come into contact with the pollution.

RESOLUTION NO. 2019-119

RESOLUTION AWARDING OF CONTRACT FOR  
THE REPLACEMENT OF A BRIDGE  
LOCATED ON COUNTY ROAD 15  
SECTION #18-00062-00-BR

WHEREAS, The following low bid was received at a Public Letting held on May 8, 2019, in Urbana, Illinois, for the replacement of a bridge on County Road 15, Section #18-00062-00-BR:

Stark Excavating, Inc. - \$617,400.75

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

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

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

PRESENTED, ADOPTED, APPROVED AND RECORDED this 23<sup>rd</sup> day of May A.D., 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

Prepared by: Jeff Blue  
County Engineer

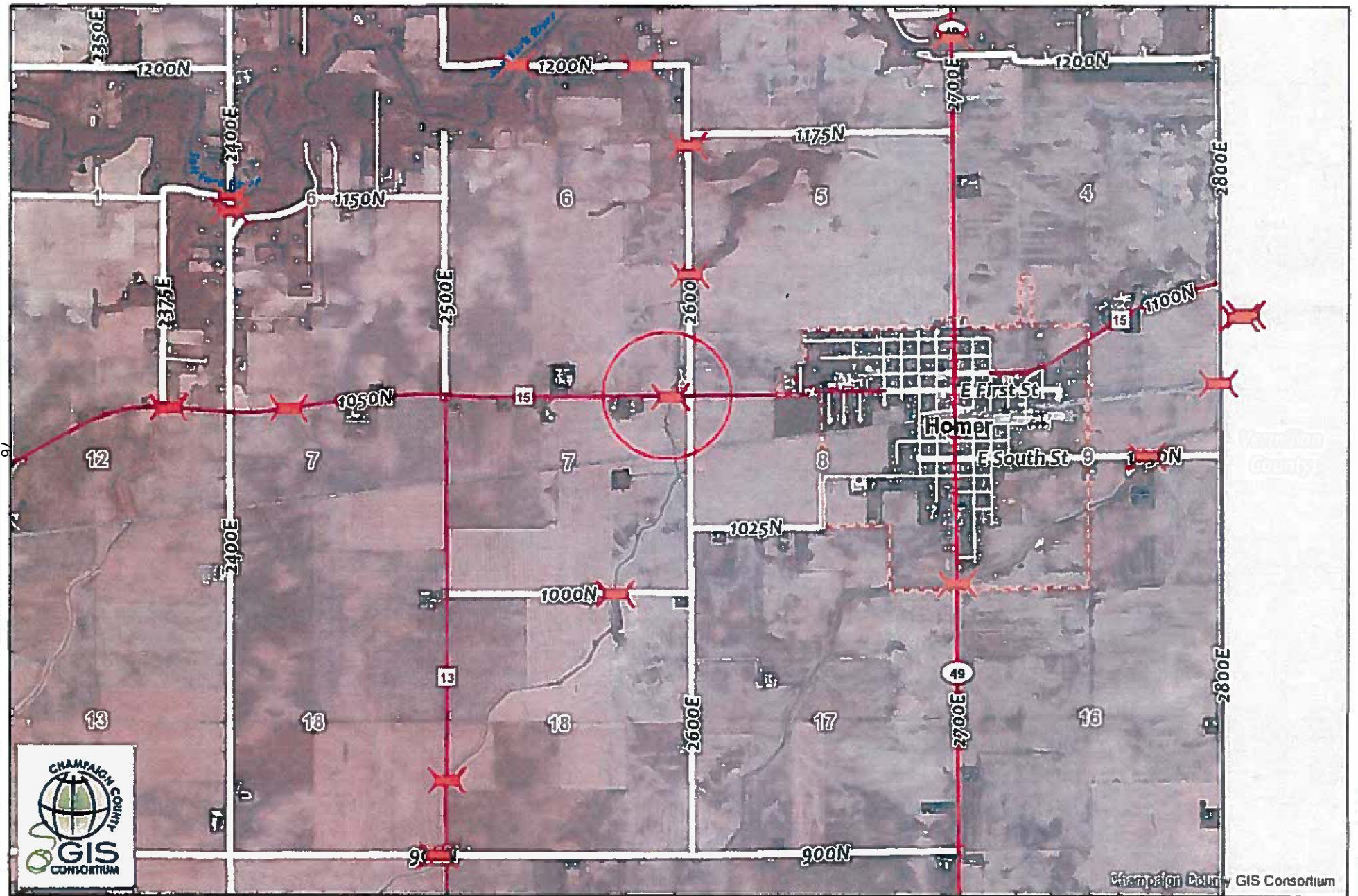


County: Champaign  
 Local Agency: CCHD  
 Section: 18-00082-00-BR  
 Estimate: \$567,075.50

Date: 5/8/2019  
 Time: 10:00AM  
 Appropriation:

Name of Bidder:		Duce Construction Company		Stark Excavating Inc						
Address of Bidder:		417 Wilbur Avenue Champaign, IL 61822		1805 W Washington St Bloomington, IL 61701						
Proposal Guarantee:										
Terms:										
Approved Engineer's Estimate										
Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Earth Excavation		CU YD	180.00	\$ 28.00	\$ 3,750.00	35.00	\$ 6,250.00	41.00	\$ 6,150.00
2	Channel Excavation		CU YD	118.00	\$ 23.00	\$ 2,875.00	42.00	\$ 4,830.00	25.00	\$ 2,875.00
3	Temporary Erosion Control Seeding		Pound	15.00	\$ 5.00	\$ 75.00	4.00	\$ 60.00	5.00	\$ 75.00
4	Temporary Ditch Checks		Foot	32.00	\$ 14.00	\$ 448.00	25.00	\$ 800.00	10.00	\$ 320.00
5	Perimeter Erosion Barrier		Foot	48.00	\$ 4.50	\$ 218.00	6.00	\$ 288.00	10.00	\$ 480.00
6	Inlet And Pipe Protection		Each	2.00	\$ 125.00	\$ 250.00	244.00	\$ 488.00	130.00	\$ 260.00
7	Aggregate Surface Course, Type B		Ton	48.00	\$ 40.00	\$ 1,800.00	44.80	\$ 2,002.50	58.00	\$ 2,620.00
8	Bituminous Materials (Tack Coat)		Pound	428.00	\$ 1.00	\$ 428.00	2.50	\$ 1,065.00	2.25	\$ 958.50
9	Hot-Mix Asphalt Surface Course, B-1B.0.N50		Ton	65.00	\$ 125.00	\$ 8,125.00	214.00	\$ 13,910.00	210.00	\$ 13,650.00
10	Hot-Mix Asphalt Surface Course, Mix "C", N50		Ton	72.00	\$ 125.00	\$ 9,000.00	214.00	\$ 16,408.00	210.00	\$ 15,120.00
11	Pavement Removal		SQ YD	195.00	\$ 11.00	\$ 2,145.00	27.00	\$ 5,285.00	18.00	\$ 3,510.00
12	Aggregate Shoulders, Type B		Ton	40.00	\$ 50.00	\$ 2,000.00	72.00	\$ 2,880.00	65.00	\$ 2,900.00
13	Hot-Mix Asphalt Shoulders, 6"		SQ YD	188.00	\$ 39.00	\$ 5,530.00	110.00	\$ 17,380.00	115.00	\$ 18,170.00
14	Removal of Existing Structures		Each	1.00	\$ 40,000.00	\$ 40,000.00	42,500.00	\$ 42,500.00	95,000.00	\$ 95,000.00
15	Pipe Culvert Removal		Foot	60.00	\$ 18.00	\$ 960.00	19.00	\$ 1,140.00	8.50	\$ 510.00
16	Structure Excavation		CU YD	80.00	\$ 28.00	\$ 2,240.00	37.00	\$ 2,980.00	20.00	\$ 1,000.00
17	Concrete Structures		CU YD	142.50	\$ 670.00	\$ 95,542.00	810.00	\$ 115,608.00	850.00	\$ 121,210.00
18	Concrete Superstructure		CU YD	62.70	\$ 700.00	\$ 43,890.00	1,440.00	\$ 90,288.00	1,450.00	\$ 90,918.00
19	Bridge Deck Grooving		SQ YD	314.00	\$ 8.00	\$ 1,884.00	23.50	\$ 7,379.00	18.00	\$ 5,024.00
20	Concrete Superstructure (Approach Slab)		CU YD	94.40	\$ 336.00	\$ 31,624.00	515.00	\$ 48,618.00	360.00	\$ 33,040.00
21	Reinforcement Bars		Pound	2,445.00	\$ 3.00	\$ 7,335.00	1.50	\$ 3,667.50	1.80	\$ 3,912.00
22	Reinforcement Bars, Epoxy Coated		Pound	64,765.00	\$ 1.50	\$ 97,132.50	1.80	\$ 116,559.00	1.25	\$ 60,943.75
23	Steel Railing, Type Sm		Foot	143.00	\$ 150.00	\$ 21,450.00	189.00	\$ 27,027.00	181.00	\$ 23,023.00
24	Name Plates		Each	1.00	\$ 525.00	\$ 525.00	770.00	\$ 770.00	580.00	\$ 560.00
25	Pipe Culverts, Class D, Type 1 15"		Foot	100.00	\$ 40.00	\$ 4,000.00	51.00	\$ 5,100.00	38.00	\$ 3,800.00
26	Geocomposite Wall Drain		SQ YD	110.00	\$ 20.00	\$ 2,200.00	37.00	\$ 4,070.00	21.00	\$ 2,310.00
27	Steel Plate Beam Guardrail, Type A, 9' Posts		Foot	50.00	\$ 30.00	\$ 1,800.00	33.00	\$ 1,650.00	40.00	\$ 2,000.00
28	Traffic Barrier Terminal, Type 6A		Each	4.00	\$ 3,150.00	\$ 12,600.00	3,520.00	\$ 14,080.00	3,400.00	\$ 13,600.00
29	Traffic Barrier Terminal, Type 1 (Special) Tenset		Each	4.00	\$ 2,850.00	\$ 11,400.00	3,135.00	\$ 12,540.00	2,750.00	\$ 11,000.00
30	Guardrail Removal		Foot	378.00	\$ 7.50	\$ 2,835.00	8.00	\$ 3,024.00	8.00	\$ 1,890.00
31	Terminal Marker-Direct Applied		Each	4.00	\$ 35.00	\$ 140.00	55.00	\$ 220.00	40.00	\$ 160.00
32	Guardrail Reflectors, Type A		Each	16.00	\$ 10.00	\$ 160.00	11.00	\$ 178.00	6.00	\$ 80.00
33	Porous Granular Embankment, Special		CU YD	220.00	\$ 66.00	\$ 14,520.00	112.00	\$ 24,840.00	62.00	\$ 13,640.00
34	Seeding, Class 2 (Special)		Acre	0.25	\$ 6,000.00	\$ 1,250.00	5,800.00	\$ 1,375.00	12,000.00	\$ 3,000.00
35	Hot-Mix Asphalt Surface Removal, Variable Depth		SQ YD	824.00	\$ 3.50	\$ 2,884.00	13.25	\$ 10,918.00	8.00	\$ 6,592.00
36	Protective Coat (Special)		SQ YD	359.00	\$ 2.00	\$ 718.00	4.00	\$ 1,436.00	7.50	\$ 2,692.50
37	Traffic Control and Protection Standard BLR 21		L Sum	1.00	\$ 3,200.00	\$ 3,200.00	23,000.00	\$ 23,000.00	5,000.00	\$ 5,000.00
38	Construction Layout		L Sum	1.00	\$ 8,000.00	\$ 8,000.00	11,000.00	\$ 11,000.00	3,000.00	\$ 3,000.00
39	Diamond Grinding (Bridge Section)		SQ YD	293.00	\$ 22.00	\$ 6,446.00	25.00	\$ 7,325.00	40.00	\$ 11,720.00
40	Grouted Riprap		Ton	145.00	\$ 800.00	\$ 118,000.00	114.00	\$ 18,530.00	100.00	\$ 14,500.00
						\$ 567,075.50				
<b>Total Bid:</b>						<b>As Read:</b>	<b>\$663,123.00</b>	<b>\$617,460.75</b>		
						<b>As Calculated:</b>	<b>\$663,123.00</b>	<b>\$617,460.75</b>		

# Bridge 010-0080



1,800  
Feet

This map was prepared with geographic information system data files created by the Champaign County GIS Consortium (CCGIS), a local CCAGIS member agency. These files do not warrant or guarantee the accuracy or completeness of any data displayed. The CCGIS team reserves the right to use information gathered in the field to update the map. The bridge is shown in red with red 'X' markers. Other roads are shown in white with black outlines. The map is a plan view of the ground surface and does not show any subsurface features or structures.





RESOLUTION NO. 2019-120

RESOLUTION AWARDING OF CONTRACT FOR  
THE REPLACEMENT OF A BRIDGE  
LOCATED ON COUNTY ROAD 18  
SECTION #18-00060-00-BR

WHEREAS, The following low bid was received at a Public Letting held on May 8, 2019, in Urbana, Illinois, for the replacement of a bridge on County Road 18, Section #18-00060-00-BR:

Stark Excavating, Inc. - \$1,156,885.17

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

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

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

PRESENTED, ADOPTED, APPROVED AND RECORDED this 23<sup>rd</sup> day of May A.D., 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

Prepared by: Jeff Blue  
County Engineer



County: Champaign  
 Local Agency: CCHD  
 Section: 18-00080-00-BR  
 Estimate: \$1,075,678.00

Date: 5/8/2019  
 Time: 10:00AM

Appropriation:

Name of Bidder: Duce Construction Company  
 Address of Bidder: 417 Wilbur Ave  
 Champaign, IL 61822

Stark Excavating Inc  
 1805 W Washington St  
 Bloomington, IL 61701

Proposal Guarantee:  
 Terms:

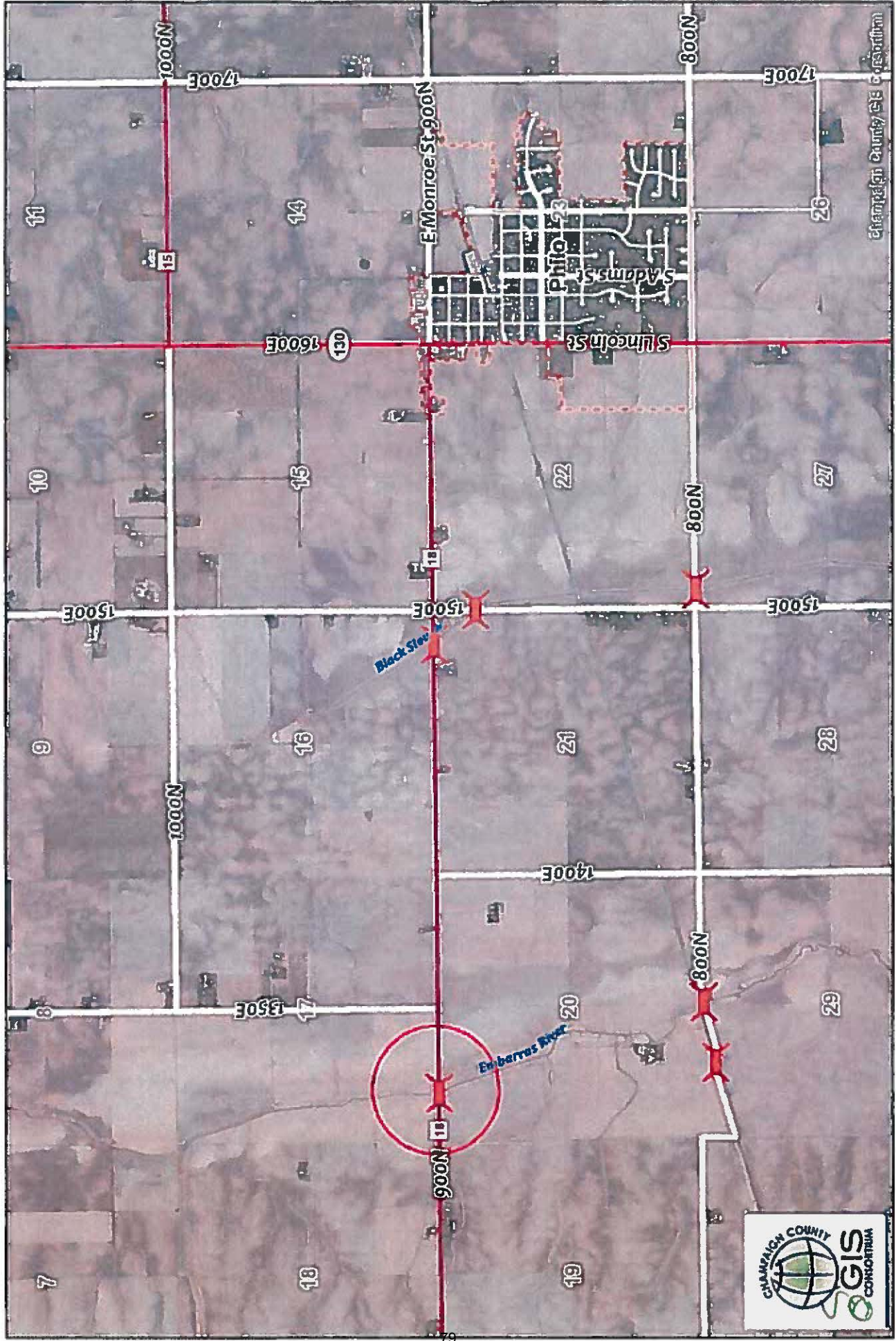
Approved Engineer's Estimate

Attended By:

Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Earth Excavation		CU YD	277.00	\$ 30.00	\$ 8,310.00	45.00	\$ 12,485.00	10.00	\$ 2,770.00
2	Furnished Excavation		CU YD	405.00	\$ 30.00	\$ 12,150.00	45.00	\$ 18,225.00	30.00	\$ 12,150.00
3	Seeding, Class 2		Acre	0.50	\$ 3,000.00	\$ 1,500.00	3,000.00	\$ 1,500.00	3,000.00	\$ 1,500.00
4	Nitrogen Fertilizer Nutrient		Pound	45.00	\$ 2.00	\$ 90.00	2.00	\$ 90.00	1.00	\$ 45.00
5	Phosphorus Fertilizer Nutrient		Pound	45.00	\$ 2.00	\$ 90.00	2.00	\$ 90.00	1.00	\$ 45.00
6	Potassium Fertilizer Nutrient		Pound	45.00	\$ 2.00	\$ 90.00	2.00	\$ 90.00	1.00	\$ 45.00
7	Mulch Method 2		Acre	0.50	\$ 2,500.00	\$ 1,250.00	4,000.00	\$ 2,000.00	3,000.00	\$ 1,500.00
8	Temporary Erosion Control Seeding		Pound	50.00	\$ 6.00	\$ 300.00	3.00	\$ 150.00	3.75	\$ 187.50
9	Temporary Ditch Checks		Foot	54.00	\$ 20.00	\$ 1,080.00	29.00	\$ 1,566.00	10.00	\$ 540.00
10	Perimeter Erosion Barrier		Foot	901.00	\$ 4.00	\$ 3,604.00	3.00	\$ 2,703.00	3.75	\$ 3,378.75
11	Blumous Materials (Tack Coat)		LBS	408.00	\$ 3.00	\$ 1,215.00	2.50	\$ 1,012.50	5.75	\$ 2,328.75
12	Leveling Binder (Machine Method), IL 9.5		Ton	156.90	\$ 200.00	\$ 31,180.00	170.00	\$ 26,503.00	165.00	\$ 25,723.50
13	Hot-Mix Asphalt Surface Removal		SQ YD	168.00	\$ 10.00	\$ 1,680.00	30.00	\$ 5,040.00	13.00	\$ 2,184.00
14	Hot-Mix Asphalt Surface Course, Mix		Ton	78.00	\$ 180.00	\$ 14,040.00	204.00	\$ 15,912.00	185.00	\$ 14,430.00
15	Pavement Removal		SQ YD	228.00	\$ 20.00	\$ 4,560.00	29.00	\$ 6,612.00	17.00	\$ 3,876.00
16	Aggregate Shoulders, Type B 6"		SQ YD	423.00	\$ 25.00	\$ 10,575.00	14.00	\$ 5,922.00	20.00	\$ 8,460.00
17	Removal of Existing Structures		Each	1.00	\$ 80,000.00	\$ 80,000.00	39,000.00	\$ 39,000.00	140,000.00	\$ 140,000.00
18	Structure Excavation		CU YD	283.20	\$ 20.00	\$ 5,664.00	45.00	\$ 11,844.00	12.00	\$ 3,158.40
19	Cofferdam (Type 1) (Location 1)		Each	1.00	\$ 30,000.00	\$ 30,000.00	143,000.00	\$ 143,000.00	0.01	\$ 0.01
20	Cofferdam (Type 1) (Location 2)		Each	1.00	\$ 30,000.00	\$ 30,000.00	143,000.00	\$ 143,000.00	0.01	\$ 0.01
21	Floor Drains		Each	14.00	\$ 350.00	\$ 4,900.00	1,750.00	\$ 24,500.00	300.00	\$ 4,200.00
22	Concrete Structures		CU YD	160.10	\$ 490.00	\$ 110,489.00	700.00	\$ 112,070.00	795.00	\$ 127,279.50
23	Concrete Superstructure		CU YD	190.50	\$ 490.00	\$ 180,975.00	1,425.00	\$ 271,482.50	1,050.00	\$ 200,025.00
24	Protective Coat		SQ YD	915.00	\$ 3.00	\$ 2,745.00	3.00	\$ 2,745.00	2.25	\$ 2,058.75
25	Concrete Superstructure Approach		CU YD	106.80	\$ 350.00	\$ 37,380.00	450.00	\$ 48,960.00	340.00	\$ 38,992.00
26	Furnishing and Erecting Structural		L Sum	1.00	\$ 120,000.00	\$ 120,000.00	186,000.00	\$ 186,000.00	140,000.00	\$ 140,000.00
27	Stud Shear Connectors		Each	3438.00	\$ 3.00	\$ 10,314.00	7.00	\$ 24,066.00	2.50	\$ 8,595.00
28	Reinforcement Bars, Epoxy Coated		Pound	103360.00	\$ 1.15	\$ 118,864.00	1.75	\$ 180,880.00	1.25	\$ 129,200.00
29	Furnishing and Drivng Metal Shell		Foot	1135.00	\$ 40.00	\$ 45,400.00	140.00	\$ 158,900.00	56.00	\$ 63,560.00
30	Test Pile Metal Shells		Each	4.00	\$ 4,500.00	\$ 18,000.00	8,000.00	\$ 32,000.00	7,250.00	\$ 29,000.00
31	Pile Shoes		Each	28.00	\$ 110.00	\$ 2,860.00	540.00	\$ 14,040.00	250.00	\$ 8,500.00
32	Anchor Bolts, 1"		Each	1.00	\$ 525.00	\$ 525.00	895.00	\$ 895.00	550.00	\$ 550.00
33	Anchor Bolts, 1"		Each	48.00	\$ 85.00	\$ 4,080.00	107.00	\$ 5,136.00	80.00	\$ 3,840.00
34	Pipe Culverts, Class D, Type 1 18"		Foot	118.00	\$ 40.00	\$ 4,740.00	58.00	\$ 6,728.00	41.00	\$ 4,756.00
35	Geocomposite Wall Drain		SQ YD	88.00	\$ 20.00	\$ 1,760.00	35.00	\$ 3,080.00	20.00	\$ 1,760.00
36	Steel Plate Beam Guardrail, Type A, 6'		Foot	213.00	\$ 27.00	\$ 5,751.00	28.00	\$ 5,864.00	26.00	\$ 5,536.00
37	Traffic Barrier Terminal, Type 8		Each	4.00	\$ 2,700.00	\$ 10,800.00	3,300.00	\$ 13,200.00	2,850.00	\$ 11,400.00
38	Traffic Barrier Terminal, Type 1		Each	2.00	\$ 2,800.00	\$ 5,600.00	3,080.00	\$ 6,160.00	3,050.00	\$ 6,100.00
39	Guardrail Removal		Foot	664.00	\$ 8.00	\$ 5,312.00	6.75	\$ 4,482.00	5.25	\$ 3,486.00
40	Mobilization		L Sum	1.00	\$ 65,000.00	\$ 65,000.00	52,000.00	\$ 52,000.00	87,500.00	\$ 87,500.00
41	Paint Pavement Marking-Line 4"		Foot	1186.00	\$ 2.50	\$ 2,965.00	2.50	\$ 2,965.00	1.00	\$ 1,186.00
42	Porous Granular Embankment, Specus		CU YD	71.40	\$ 56.00	\$ 3,998.40	130.00	\$ 9,282.00	60.00	\$ 4,284.00
43	Aggregate Surface Course, Type B 6"		SQ YD	230.00	\$ 20.00	\$ 4,600.00	15.00	\$ 3,450.00	16.00	\$ 3,680.00
44	Hot-Mix Surface Removal, Variable		SQ YD	278.00	\$ 10.00	\$ 2,780.00	25.00	\$ 6,950.00	12.50	\$ 3,475.00
45	Bridge Deck Grooving		SQ YD	716.00	\$ 9.00	\$ 6,444.00	11.00	\$ 7,876.00	8.75	\$ 6,265.00
46	Steel Plate Beam Guardrail (Short		Foot	62.50	\$ 40.00	\$ 2,500.00	44.00	\$ 2,750.00	30.00	\$ 1,875.00
47	Traffic Control and Protection		L Sum	1.00	\$ 3,500.00	\$ 3,500.00	12,000.00	\$ 12,000.00	3,500.00	\$ 3,500.00
48	Grouted Riprap		SQ YD	410.00	\$ 70.00	\$ 28,700.00	98.00	\$ 40,180.00	70.00	\$ 28,700.00
49	Concrete Cut-Off Wall		CU YD	8.70	\$ 450.00	\$ 3,915.00	1,340.00	\$ 11,658.00	400.00	\$ 3,480.00
50	Approach Slab Removal		SQ YD	140.00	\$ 15.00	\$ 2,100.00	27.00	\$ 3,780.00	23.00	\$ 3,220.00
51	Construction Layout		L Sum	1.00	\$ 5,000.00	\$ 5,000.00	16,000.00	\$ 16,000.00	4,000.00	\$ 4,000.00
52	Diamond Grinding (Bridge Section)		SQ YD	758.00	\$ 20.00	\$ 15,160.00	14.50	\$ 10,991.00	21.00	\$ 15,918.00
53	Pipe Underdrains for Structures, 4"		Foot	120.00	\$ 23.00	\$ 2,760.00	12.50	\$ 1,500.00	22.00	\$ 2,640.00

Total Bid:	As Read:	\$1,759,375.00	\$1,158,865.17
	As Calculated:	\$1,759,375.00	\$1,158,865.17

# Bridge 010-0119



1,800



This map was prepared with geographic information system (GIS) data created by the Campaign County GIS Consortium (CCGIS), or other GIS member agency. There may be discrepancies between this map and other GIS data. The user should verify the accuracy of the data and the information provided for their own use. The user should also verify the accuracy of the data and the information provided for their own use. The user should also verify the accuracy of the data and the information provided for their own use.



RESOLUTION NO. 2019-121

PETITION REQUESTING AND RESOLUTION APPROVING  
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

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

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structure.

2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvements.

3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, by receiving quotes for the improvements.

4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvements, and shall show the division of cost between the County and the Compromise Road District.

5. The County Board further directs the County Engineer to file said certificate with the clerk of the Compromise Road District.

6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 23rd day of May, 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppe, County Executive

Date: \_\_\_\_\_

Recorded  
& Attest: \_\_\_\_\_

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

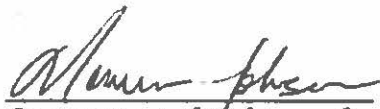
Date: \_\_\_\_\_

PETITION

Petitioner, Marvin Johnson, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

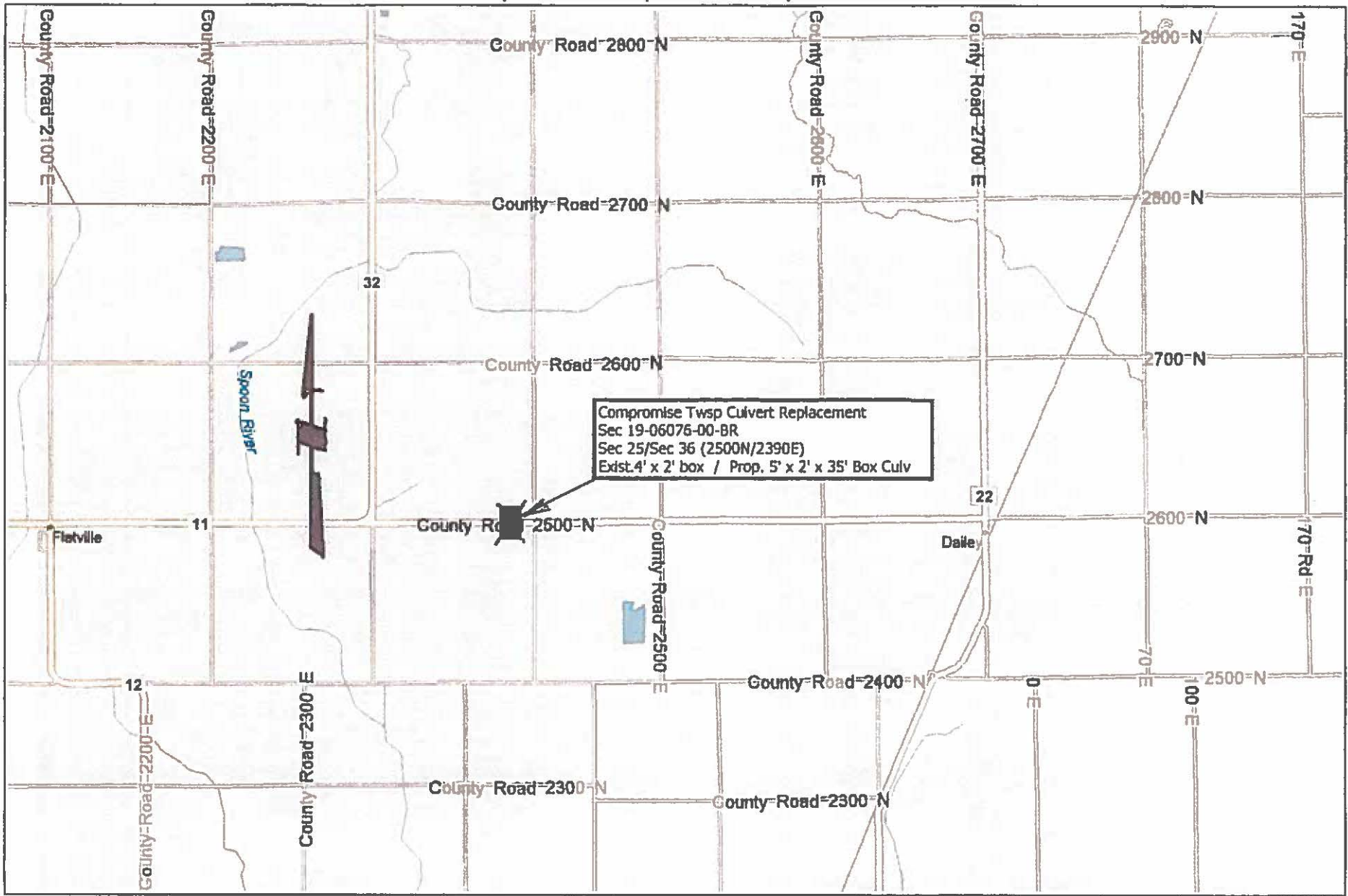
1. Petitioner is the duly elected Highway Commissioner for the Compromise Road District, Champaign County, Illinois; and
2. There is a culvert located between Sections 25 & 36, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said structure be replaced; and
4. The cost of replacing the aforesaid structure is estimated to be \$11,200.00, which will be more than .02% of the value of all the taxable property in the Compromise Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Compromise Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Compromise Road District is prepared to pay one-half of the cost of the replacement of said structure.

Respectfully submitted,



Commissioner of Highways of  
Compromise Road District,  
Champaign County, Illinois

# Compromise Twsp Culvert Replacement



82

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## LOCATION MAP

RESOLUTION NO. 2019-122

PETITION REQUESTING AND RESOLUTION APPROVING  
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

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

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structures.

2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvements.

3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, by receiving quotes for the improvements.

4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvements, and shall show the division of cost between the County and the Rantoul Road District.

5. The County Board further directs the County Engineer to file said certificate with the clerk of the Rantoul Road District.

6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 23<sup>rd</sup> day of May, 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive

Date: \_\_\_\_\_

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

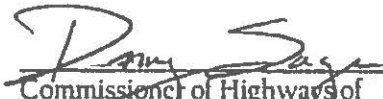
Date: \_\_\_\_\_

PETITION

Petitioner, Danny Sage, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

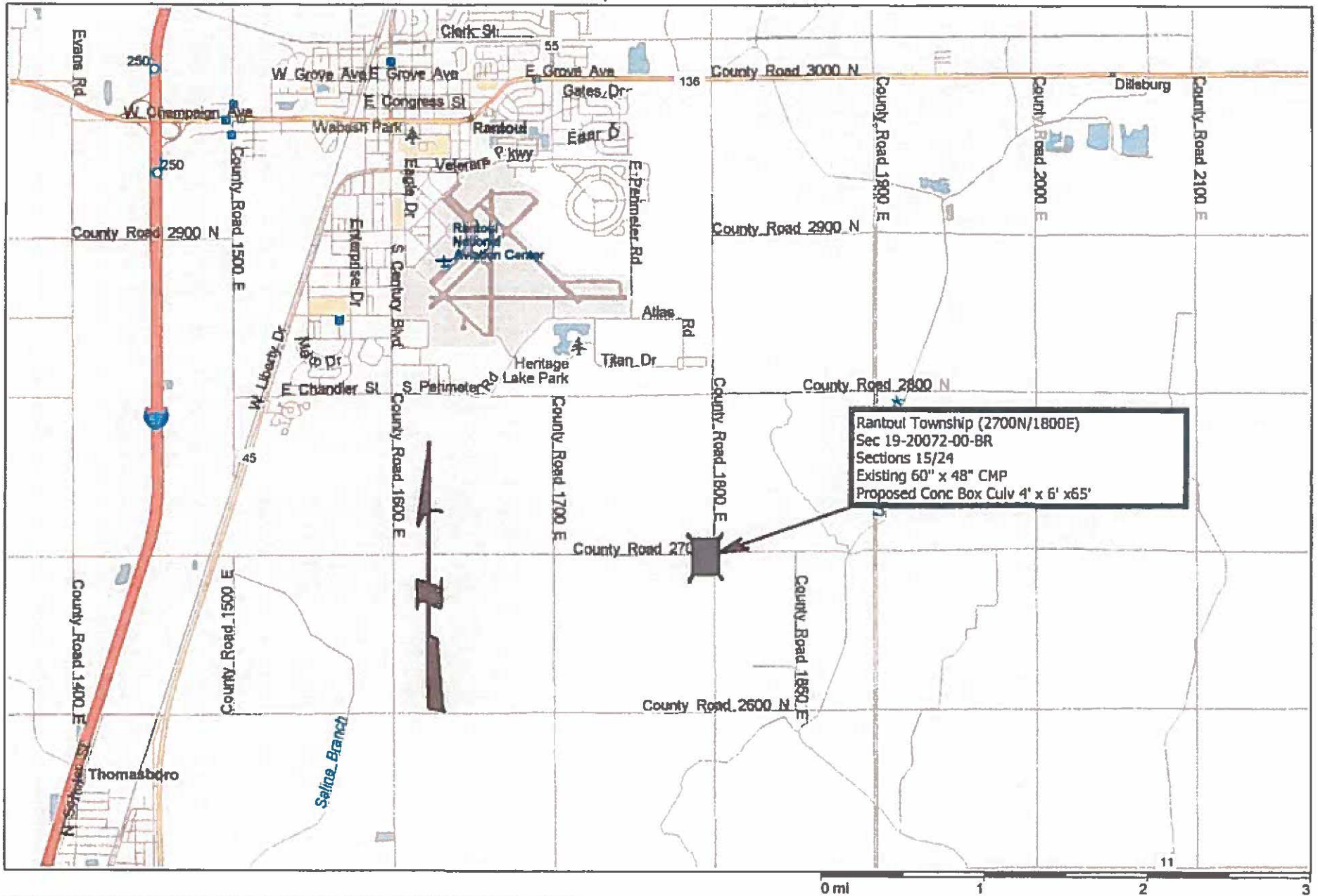
1. Petitioner is the duly elected Highway Commissioner for the Rantoul Road District, Champaign County, Illinois; and
2. There is a culvert located between Sections 15 & 24, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said structure be replaced; and
4. The cost of replacing the aforesaid structure is estimated to be \$27,500.00, which will be more than .02% of the value of all the taxable property in the Rantoul Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Rantoul Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Rantoul Road District is prepared to pay one-half of the cost of the replacement of said structure.

Respectfully submitted,

  
Commissioner of Highways of  
Rantoul Road District,  
Champaign County, Illinois



Rantoul Township Sec 19-20072-00-BR



RESOLUTION NO. 2019-123

PETITION REQUESTING AND RESOLUTION APPROVING  
APPROPRIATION OF FUNDS FROM THE COUNTY BRIDGE FUND  
PURSUANT TO 605 ILCS 5/5-501

WHEREAS, the County Board finds that based on the representations in the attached Petition, it required pursuant to 605 ILCS 5/5-501 to provide the requested aid.

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

1. The County Board hereby appropriates from the County Bridge Fund a sufficient sum to meet one-half the cost of replacing the structure.
2. The County Board hereby directs the County Engineer to cause plans and specifications to be prepared for said improvements.
3. The County Board hereby orders that said improvement be made under the general supervision of the County Engineer, by receiving quotes for the improvements.
4. The County Board hereby directs the County Engineer to certify to the County Board when the work has been satisfactorily completed to meet his or her approval. Such certificate shall include an itemized account of the cost of all items of work incurred in the completion of said improvements, and shall show the division of cost between the County and the Raymond Road District.
5. The County Board further directs the County Engineer to file said certificate with the clerk of the Raymond Road District.
6. This Resolution shall become effective upon its adoption.

PRESENTED, ADOPTED, APPROVED and RECORDED this 23rd day of May, 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive

Date: \_\_\_\_\_

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


Date: \_\_\_\_\_

PETITION

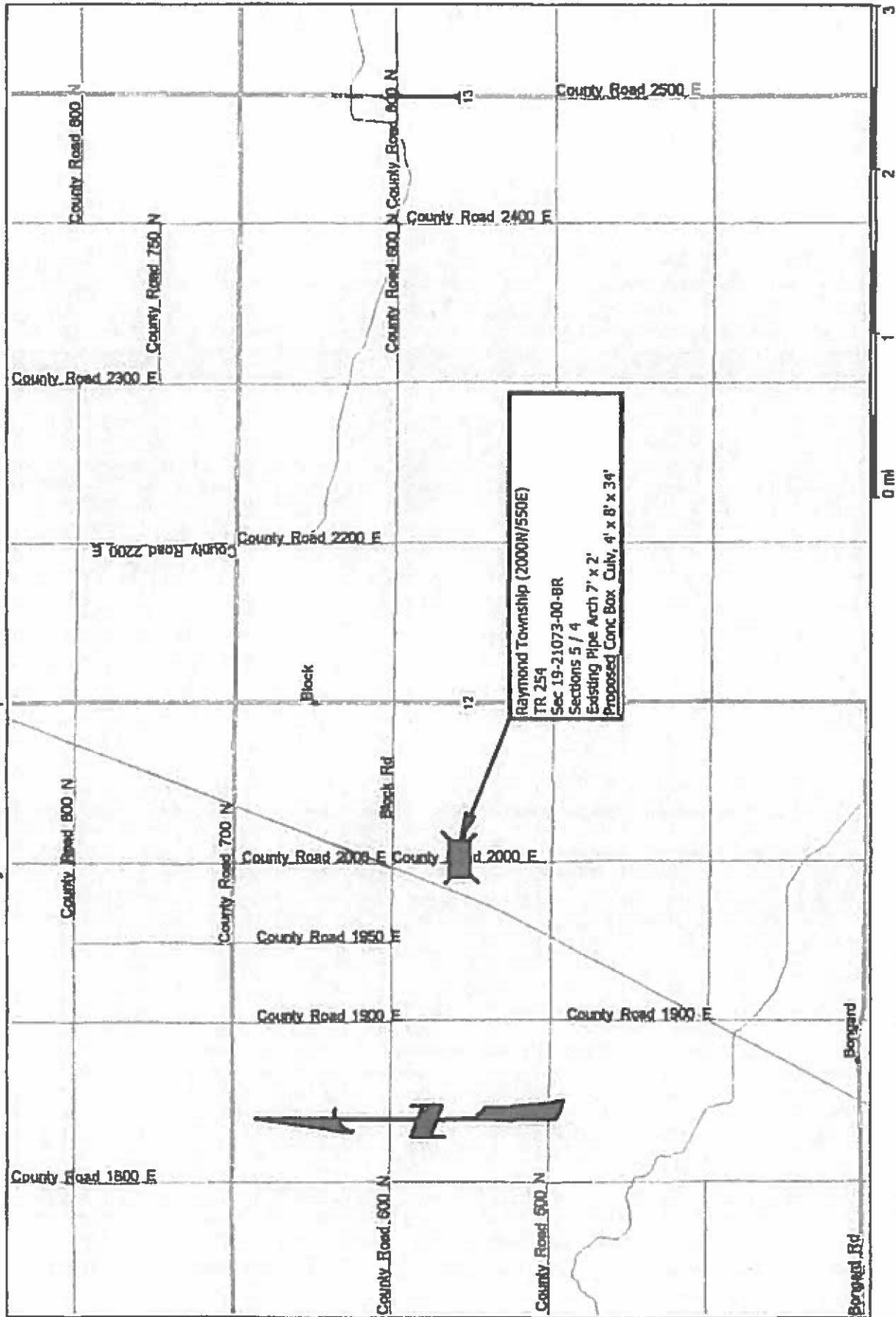
Petitioner, William Lewis, hereby requests an appropriation of funds from the Champaign County Bridge Fund pursuant to 605 ILCS 5/5-501. In support of this petition, Petitioner states the following:

1. Petitioner is the duly elected Highway Commissioner for the Raymond Road District, Champaign County, Illinois; and
2. There is a culvert located between Sections 4 & 5, which is in poor condition and is inadequate to serve the needs of the traveling public; and
3. To ensure the adequacy of said structure for the traveling public, it is necessary that said structure be replaced; and
4. The cost of replacing the aforesaid structure is estimated to be \$18,500.00, which will be more than .02% of the value of all the taxable property in the Raymond Road District, as equalized or assessed by the Department of Revenue; and
5. The tax rate for road purposes in the Raymond Road District was in each year for the last two (2) years not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code (605 ILCS 5/6-501); and
6. The Raymond Road District is prepared to pay one-half of the cost of the replacement of said structure.

Respectfully submitted,

  
Commissioner of Highways of  
Raymond Road District,  
Champaign County, Illinois

Raymond Township Sec 19-21073-00-BR



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RESOLUTION NO. 2019-124

BUDGET AMENDMENT

May 2019

FY 2019

WHEREAS, The County Board has approved the following amendment to the FY2019 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2019 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2019 budget.

Budget Amendment #19-00028

Fund: 075 Regional Planning Commission  
Dept. 618 CC Regional Environment Framework

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-time Employees	70,000
511.05 Temporary Salaries & Wages	5,000
533.07 Professional Services	3,000
533.12 Job Required Travel	500
533.29 Computer/Information Technology Services	1,000
533.85 Photocopy Services	<u>500</u>
Total	80,000
Increased Revenue:	
334.56 Il State Metro Planning Fund	<u>80,000</u>
Total	80,000

REASON: State Planning Grant through IDOT to Develop a Regional Environmental Framework Creating a Centralized Resource for CUUATS Staff to consistently Manage Ecological, Social and Cultural Resources in the Region.

PRESENTED, ADOPTED, APPROVED by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive  
Date: \_\_\_\_\_

**RESOLUTION NO. 2019-125**

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

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

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

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

TO: Fund 076 Tort Immunity	\$ 489,850.00
FROM: Fund 476 Self-Funded Insurance	\$ 489,850.00
TO: Fund 110 Workforce Development	\$ 375,899.00
FROM: Fund 075 Regional Planning Commission	\$ 375,899.00
TO: Fund 675 Victim Advocacy Grant – ICJIA	\$ 38,516.00
FROM: Fund 080 General Corporate	\$ 38,516.00

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

PRESENTED, ADOPTED, APPROVED AND RECORDED this 23<sup>rd</sup> day of May 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-126

RESOLUTION ADOPTING THE CHAMPAIGN COUNTY FINANCIAL POLICIES

WHEREAS, the Champaign County Board adopted its Financial Policies with Resolution No. 2018-173 on May 24, 2018; and

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

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

BE IT FURTHER RESOLVED by the County Board of Champaign County that Resolution No. 2018-173 is hereby rescinded.

PRESENTED, ADOPTED, APPROVED by the County Board this 23<sup>rd</sup> day of May, A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded  
& Attest:

\_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_



## Champaign County Financial Policies

### Introduction

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

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

### Budgeting Policies

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



miscellaneous, or general county purposes, but no part of the amounts so appropriated shall be used for purposes for which other appropriations are made in the budget unless a transfer of funds is authorized by a 2/3<sup>rd</sup> majority vote (15) of the County Board.

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

## Revenue Policies

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

## Fund Policies

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

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

## Financial Reserves and Surplus

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

## Capital Asset Management and Replacement

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

## Debt Management

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

## Accounting, Auditing and Investment

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

## Purchasing and Encumbrances

1. An encumbrance system is maintained to account for commitments resulting from purchase orders and contracts. Every effort will be made to ensure that these commitments will not extend from one fiscal year to the next. Any emergency encumbrances, which do extend into the next fiscal year, shall be subject to appropriation in the next year's budget. Encumbrances at year - end do not constitute expenditures or liabilities in the financial statements for budgeting purposes.
2. All items with an expected value of \$30,000 or more must be competitively bid with exceptions for professional services (other than engineering, architectural or land surveying services which will follow Quality Based Selection (QBS) requirements established in 50 ICLS 510). Additional competitive bid requirements may apply by statute or as a condition of using funds from an outside source.
3. All purchases over the respective limit of \$30,000, which require the use of either formal bids or requests for proposals, must be approved by the full Champaign County Board.
4. The Champaign County Purchasing Policy Ordinances Number 897 and 902, establish the procedures to be followed in all purchasing activities.

## Risk Management

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

## Salary Administration

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

RESOLUTION NO. 2019-127

RESOLUTION FOR THE RENEWAL, AND IF AWARDED, ACCEPTANCE OF THE ILLINOIS EMERGENCY MANAGEMENT AGENCY HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT

WHEREAS, The Illinois Emergency Management Agency offers an annual Hazardous Materials Emergency Preparedness Grant; and

WHEREAS, This grant will increase local effectiveness in safely and efficiently handling hazmat incidents and encourage a comprehensive approach to emergency training and planning by supporting the Local Emergency Planning Committee; and

WHEREAS, This grant is \$20,751.74 for renewal period October 1, 2019 through September 30, 2022 and will require no additional funds from the County;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board on behalf of the Champaign County Emergency Management Agency approves the renewal, and if awarded, the acceptance of the Illinois Emergency Management Agency Hazardous Materials Emergency Preparedness Grant for \$20,751.74 to support the Local Emergency Planning Committee with no additional funding needed from the County of Champaign.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-128

RESOLUTION APPOINTING STEVE MOSER TO THE  
FARMLAND ASSESSMENT REVIEW COMMITTEE

WHEREAS, Darlene Kloepfel, County Executive, has submitted to the County Board her appointment of Steve Moser to the Farmland Assessment Review Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/10-120;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Steve Moser to the Farmland Assessment Review Committee for a term commencing June 1, 2019 and ending May 31, 2023; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Steve Moser, 1860 County Road 1400 N., Urbana IL 61802.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 23<sup>rd</sup> day of May, A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded  
& Attest:

\_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Darlene A. Kloepfel, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-129

RESOLUTION APPOINTING JENNIFER PUTMAN TO THE  
URBANA-CHAMPAIGN SANITARY DISTRICT BOARD

WHEREAS, Darlene A. Kloeppe, County Executive, has submitted to the County Board her appointment of Jennifer Putman to the Urbana-Champaign Sanitary District Board; and

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Jennifer Putman to the Urbana-Champaign Sanitary District Board for a term commencing June 1, 2019 and ending May 31, 2022;

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Jennifer Putman, 402 W. Delaware Avenue, Urbana IL 61801.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded

& Attest:

\_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Darlene A. Kloeppe, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-130

RESOLUTION APPOINTING MARY LAKEY TO THE  
YEARSLEY CEMETERY ASSOCIATION

WHEREAS, Darlene Kloeppe, County Executive, has submitted to the County Board the appointment of Mary Lakey to the Yearsley Cemetery Association; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 805 ILCS 320/4;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Mary Lakey to the Yearsley Cemetery Association for an unexpired term ending June 30, 2023; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Mary Lakey 4014 Clubhouse Dr., Champaign, IL 61822.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May, A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded

& Attest: \_\_\_\_\_

Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Darlene A. Kloeppe, County Executive  
Date: \_\_\_\_\_



RESUME OF MINUTES OF A SPECIAL MEETING OF THE  
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS

April 9, 2019

The County Board of Champaign County, Illinois met at a Special Meeting, Tuesday, April 9, 2019, at 6:15 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Darlene Kloeppel presiding and Dan Busey as Clerk of the Meeting.

**ROLL CALL**

Roll call showed the following members present: King-Taylor, McGuire, Patterson, Rector, Summers, Taylor, Thorsland, Tinsley, Vachaspati, Wolken, Young, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 20; absent: Clemmons – 1. Board Member Stohr arrived after roll call.

**Prayer & Pledge of Allegiance**

County Executive Kloeppel lead the Board in prayer. The Pledge of Allegiance to the flag was recited.

**PUBLIC PARTICIPATION**

There was no public participation.

**APPROVAL OF AGENDA/ADDENDA**

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

**NEW BUSINESS**

County Executive Kloeppel read **Ordinance No. 2019-6** providing for the payment of the outstanding General Obligation Bonds, Series 2011, and General Obligation Bonds, (Alternate Revenue Source) Series 2015, in advance of their respective maturities, authorizing the execution and delivery of an escrow agreement in connection therewith and related matters. Board Member Goss recommended the Adoption of **Ordinance No. 2019-6**; seconded by Board Member Clifford.

Adopted by roll call vote.

Yeas: King-Taylor, McGuire, Patterson, Rector, Stohr, Summers, Taylor, Thorsland, Tinsley, Vachaspati, Wolken, Young, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 21;

Nays: None.

Board Member Goss recommended the Adoption of **Resolution No. 2019-77**

Authorizing Budget Amendment 19-00020

Fund 074 2003 Nursing Home Bond Debt Service / Dept. 010 County Board

Increased Appropriations: \$3,002,800

Increased Revenue: \$4,540,000

Reason: Budget Amendment Required for Defeasance of the Series 2011 Nursing Home Bonds. This Amendment Reflects the Amount of the Sale Proceeds Estimated to be Required for Bond Defeasance; seconded by Board Member Esry.

Adopted by required 15 roll call votes.

Yeas: King-Taylor, McGuire, Patterson, Rector, Stohr, Summers, Taylor, Thorsland, Tinsley, Vachaspati, Wolken, Young, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 21;

Nays: None.

Board Member Goss recommended the Adoption of Resolution No. 2019-78

Authorizing Budget Amendment 19-00021 32-33

Fund 080 General Corporate / Dept. 013 Debt Service Increased Appropriations:

\$1,570,000 Increased Revenue: \$1,849,727

Reason: Budget Amendment Required for Defeasance of the Series 2015 Nursing Home Bonds. This Amendment Reflects the Amount of the Sale Proceeds that are Required to be Used for Redemption; seconded by Board Member Harper.

Adopted by required 15 roll call votes.

Yeas: King-Taylor, McGuire, Patterson, Rector, Stohr, Summers, Taylor, Thorsland, Tinsley, Vachaspati, Wolken, Young, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 21;

Nays: None.

## ADJOURN

County Executive Kloepfel adjourned the Meeting at 6:25 P.M.



Aaron Ammons, 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  
April 18, 2019

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, April 18, 2019, at 6:35 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Darlene Kloepfel presiding and Dan Busey as Clerk of the Meeting.

**ROLL CALL**

Roll call showed the following members present: McGuire, Patterson, Rector, Stohr, Summers, Taylor, Vachaspati, Wolken, Young, Clemmons, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 19; absent: Thorsland, Tinsley, and King-Taylor – 3. Thereupon, the County Executive declared a quorum present and the Board competent to conduct business.

**PRAYER & PLEDGE OF ALLEGIANCE**

County Executive Kloepfel, as a tribute, read a section of a speech by Roger Grace, a friend who recently passed away, that he gave when he received the award for Farm Leader of the Year in 2000. 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 March 28, April 4, and 11, 2019.

**APPROVAL OF AGENDA/ADDENDA**

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

**DATE/TIME OF NEXT MEETINGS**

Standing Committees

The next County Facilities Committee Meeting will be held on Wednesday, May 7, 2019 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, May 9, 2019 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, May 10, 2019 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, May 14, 2019 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

The next County Board Study Session will be held Tuesday, April 23, 2019 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center. The next Regular meeting of the Champaign County Board will be held on Thursday, May 23, 2019 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

**PUBLIC PARTICIPATION**

There was no public participation.

**CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE**

Highway & Transportation

Adoption of **Resolution No. 2019-83** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501

Adoption of **Resolution No. 2019-84** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501

Adoption of **Resolution No. 2019-85** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501

Adoption of **Resolution No. 2019-86** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501

Adoption of **Resolution No. 2019-87** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501

Adoption of **Resolution No. 2019-88** Awarding of Contract for the Furnish of Bituminous Material from the Plant for 2019 Maintenance of Various Road Districts in Champaign County

Adoption of **Resolution No. 2019-89** Awarding of Contract for the Furnish and Spread on the Road of Bituminous Material for Various Roads in Champaign County

Adoption of **Resolution No. 2019-90** Awarding of Contract for 2019 Pavement Striping of Various County Highways Section 19-00000-00-GM

Finance

Adoption of **Resolution No. 2019-94** Authorizing Budget Amendment 19-00017  
Fund 090 Mental Health / Dept. 053 Mental Health Board

Increased Appropriations: \$250,000

Increased Revenue: None: from Fund Balance

Reason: Utilize Available MHB Fund Balance to Transfer to CILA Fund 101 in Order to Pay Off CILA Mortgage per 2/20/2019 Decision Memo Approved by CCMHB

Adoption of **Resolution No. 2019-95** Authorizing Budget Amendment 19-00018  
Fund 101 MHB/DDB CILA Facilities / Dept. 054 CILA Project

Increased Appropriations: \$350,000

Increased Revenue: \$250,000

Reason: to Utilize Funds Transferred from CCMHB and Available Fund Balance to Pay Off Remaining CILA Mortgage per Joint Decision Memo 2/20/2019 Approved by CCMHB/CCDDB

Adoption of **Resolution No. 2019-96** Authorizing Budget Amendment 19-00019  
Fund 476 Self-Funded Insurance / Dept. 118 Property/Liability Insurance

Increased Appropriations: \$410,204

Increased Revenue: None: from Fund Balance

Reason: Insurance Premium for 2-Year Claim Extended Reporting Coverage for Liability Protection for the Nursing Home (Tail Coverage).

Adoption of **Resolution No. 2019-97** Authorizing Budget Amendment 19-00024  
Fund 104 Early Childhood / Dept. 604 Early Head Start Expansion-Even Year

Increased Appropriations: \$1,580,980

Increased Revenue: \$2,571,230

Reason: Early Head Start Expansion – to Accommodate New Federal Funding for Early Head Start Expansion Program.

Adoption of **Resolution No. 2019-98** Authorizing Budget Amendment 19-00025  
Fund 104 Early Childhood / Dept. 604 Early Head Start Expansion-Even Year

Increased Appropriations: \$990,250

Increased Revenue: from Fund Balance (total increased revenue listed in BA 19-00024)

Reason: Early Head Start Expansion – to Accommodate New Federal Funding for Early Head Start Expansion Program (2nd BA to Cover the Rest of the Expenditures).

Policy, Personnel, & Appointments

Adoption of Resolution No. 2019-99 Appointing Clayton Coulter to the Broadlands-Longview FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-100 Appointing Patricia Chancellor to the Eastern Prairie FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-101 Appointing Mark McDuffy to the Edge-Scott FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-102 Appointing Jeff White to the Ivesdale FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-103 Appointing Kenny During to the Ludlow FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-104 Appointing Ken Osterbur to the Ogden-Royal FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-105 Appointing Dennis Butler to the Pesotum FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-106 Appointing Clifford Gorman to the Philo FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-107 Appointing Frederick Seibold to the Sadorus FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-108 Appointing Roger Ponton Jr. to the Sangamon Valley FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-109 Appointing Bernard Magsamen to the Scott FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-110 Appointing Norman Paul to the St. Joseph-Stanton FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-111 Appointing Kris Ehler to the Thomasboro FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-112 Appointing Roger Hayden to the Tolono FPD, Term 5/1/2019-4/30/2022.

Adoption of Resolution No. 2019-113 Appointing Tod Courtney to the Windsor Park FPD, Term 5/1/2019-4/30/2022.

Adoption of **Resolution No. 2019-114** Appointing James Wood to the Sadorus FPD, Unexpired Term Ending 4/30/2021.

Adoption of **Resolution No. 2019-115** Appointing Brian Emkes to the Kerr & Compromise Drainage District, Unexpired Term Ending 8/31/2021.

Adoption of **Resolution No. 2019-116** Appointing Joseph Burke to the Lower Big Slough Drainage District, Unexpired Term Ending 8/31/2021.

Adoption of **Resolution No. 2019-117** Appointing Wayne Cox to the Owl Creek Drainage District, Unexpired Term Ending 8/31/2019.

Adoption of **Resolution No. 2019-79** Approving the Proclamation Designating the Week of May 5th as National Correctional Officer Week.

Adoption of **Resolution No. 2019-80** Approving the Proclamation Designating the Week of May 12th as National Police Week.

Board Member Esry offered the motion to approve the Consent Agenda; seconded by Board Chair Rosales. County Executive Kloeppel asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Yeas: McGuire, Patterson, Rector, Stohr, Summers, Taylor, Vachaspati, Wolken, Young, Clemmons, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 19;

Nays: None.

## **COMMUNICATIONS**

County Executive Kloeppel informed the Board of the passing of former Champaign County Board Member Shirley Stillinger, and that there will be a Celebration of Life on May 4<sup>th</sup> from 3PM to 6PM at the Stone Creek Event Center in Urbana. Board Member Cowart, who served with Ms. Stillinger on the Board, read **Resolution No. 3534** honoring Ms. Stillinger for her 14 years of service to Champaign County. Board Member Young informed the Board of the Champaign Diversity Advancement Program (CDAP), a program that focuses on entrepreneurship and minority based businesses. Board Member Young went on to explain that CDAP trains small businesses on how to be more productive and that they will be holding a training May 20<sup>th</sup> from 4:30PM to 6:30PM and encouraged Board Members to attend. Board Member Fortado informed the Board of an upcoming Celebration of Life for Bernadine Stake that will be held on April 20<sup>th</sup> at 1PM at the Unitarian Universalist Church. Board Member Vachaspati informed the Board that the Solar Farm in Sidney, a two megawatt farm, was chosen by the Illinois Solar Farm Lottery and will receive funding from the State. Board Member Ingram informed the Board that April 27<sup>th</sup> will be the Illinois Marathon and to plan accordingly. Board Member Ingram also let the Board know that the second Annual

Street Fest Against Violence will take place from 4PM-7PM on April 19<sup>th</sup> at New Covenant Fellowship, 124 W. White St., Champaign. Board Member Fortado informed the Board that Workers Memorial Day, a day to honor workers who died on the job in Champaign County, will be April 27<sup>th</sup> at 1PM at Dodds Park. Board Member Fortado encouraged anyone who knows of anyone who died while working to contact the AFLCIO, so that their name may be placed on the Memorial at Dodds Park and the family can be acknowledged.

### **APPROVAL OF MINUTES**

Board Member Rector offered a motion to approve the minutes seconded by Board Member Ingram the minutes of the Regular County Board Meeting from March 21, 2019 and a Study Session from March 26, 2019; seconded by Board Member Ingram. Board Member Esry pointed out that the approval of the Minutes from the March 21<sup>st</sup> County Board Meeting did not reflect that the Minutes were approved by voice vote. Board Member Vachaspati called the Minutes from the March 26, 2019 Study Session completely inadequate, from a point of view of government transparency. Board Member Stohr pointed out that under Communications from the March 21<sup>st</sup> County Board Meeting that Superfund is one word. The minutes, as corrected, were approved by voice vote.

### **STANDING COMMITTEES**

#### County Facilities

Summary of Action Taken from the County Facilities Meeting April 3, 2019 was placed on file.

#### Highway & Transportation

Summary of Action Taken from the Highway & Transportation Use Meeting April 5, 2019 was placed on file.

### **AREAS OF RESPONSIBILITY**

Summary of Action Taken from the Committee of the Whole Meeting Use Meeting April 9, 2019 was placed on file.

#### Finance

Deputy Director of Finance Tami Ogden delivered the Five-Year Financial Forecast for General Corporate & Public Safety Sales Tax Funds (Information Only) and answered Board Members questions.



**NEW BUSINESS**

Board Chair Rosales made a motion to adopt **Adoption of Resolution No. 2019-91** Authorizing Payment of Claims; seconded by Board Member Clifford. Adopted by voice vote.

Board Member Goss made a motion to adopt **Resolution No. 2019-92** Authorizing Purchases Not Following Purchasing Policy; seconded by Board Member Rosales. Circuit Clerk Katie Blakeman answered the Boards questions. Adopted by voice vote.

Board Member Goss made a motion to adopt **Resolution No. 2019-81** Authorizing Budget Amendment 19-00026  
Fund 188 Social Security / Dept. 044 Nursing Home  
Increased Appropriations: \$133,875  
Increased Revenue: None: from Fund Balance  
Reason: Since There was not an Initial Budget for the Nursing Home for FY2019, there was no Appropriation for Paying Social Security Benefits of Nursing Home Employees in this Budget. The Amendment Reflects the Total Social Security Benefits Paid for Nursing Home Employees in FY2019, and the Amount Needed to Restore the General County Social Security Appropriation Used to Remit the Social Security Payments for the Nursing Home; seconded by Board Member Ingram.

Adopted by 15 vote required roll call vote.

Yeas: McGuire, Patterson, Rector, Stohr, Summers, Taylor, Vachaspati, Wolken, Young, Clemmons, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 19;

Nays: None.

Board Member Goss recommended the Adoption of **Resolution No. 2019-82** Authorizing Budget Amendment 19-00027  
Fund 088 Illinois Municipal Retirement / Dept. 044 Nursing Home  
Increased Appropriations: \$97,072  
Increased Revenue: None: from Fund Balance  
Reason: Since There was not an Initial Budget for the Nursing Home for FY2019, there was no Appropriation for Paying IMRF Benefits of Nursing Home Employees in this Budget. This Amendment Reflects the Total IMRF Benefits Paid for Nursing Home Employees in FY2019, and the Amount Needed to Restore the General County IMRF Appropriation Used to Remit IMRF Payments for the Nursing Home; seconded by Board Member Stohr.

Adopted by 15 vote required roll call vote.

Yeas: McGuire, Patterson, Rector, Stohr, Summers, Taylor, Vachaspati, Wolken, Young, Clemmons, Clifford, Cowart, Eisenmann, Esry, Fortado, Goss, Harper, Ingram, and Rosales – 19;

Nays: None.

Board Member Esry Adoption of Resolution No. 2019-93 Honoring Retired County Board Member Diane Michaels; seconded by Board Member Fortado. Discussion followed. Adopted by voice vote.

**OTHER BUSINESS**

Board Member McGuire stated that after listening to the 5 year Financial Forecast that he would like to have a better understanding of the disposition of the Nursing Home and the various impacts that it will have on the budget.

**ADJOURN**

County Executive Kloepfel adjourned the Meeting at 7:51 P.M.



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

RESUME OF MINUTES OF A STUDY SESSION OF THE  
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS  
April 23, 2019

The County Board of Champaign County, Illinois met at a Study Session, Tuesday, April 23, 2019 at 6:02 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with Darlene Kloeppel presiding and Dan Busey, as Clerk of the meeting.

**ROLL CALL**

Roll call showed the following members 10; present Patterson, Stohr, Vachaspati, Wolken, Young, Cowart, Fortado, King-Taylor, McGuire, Rosales 12; Absent: Rector, Summers, Taylor, Thorsland, Tinsley, Clemmons, Clifford, Eisenmann, Esry, Goss, Harper, Ingram.

**NOTICE OF MEETING**

The Clerk read the Notice of the Meeting, said Notice having been published in The News Gazette on April 18, 2019.

**APPROVAL OF AGENDA**

There was no approval of Agenda.

**PUBLIC PARTICIPATION**

There was no Public Participation.

**DISCUSSION – STRATEGIC PLAN**

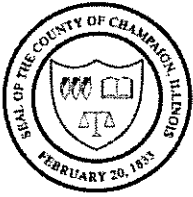
The County Board and County Executive completed two exercises regarding categorizing where priority activities would best be handled and small group discussions regarding issues with jail consolidation.

**ADJOURNMENT**

County Executive Kloeppel adjourned the meeting at 7:50 P.M.



\_\_\_\_\_  
Aaron Ammons, 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 May 7, 2019 Meeting**

**MEMBERS PRESENT:** Stan Harper, Steve Summers, Mike Ingram, Jon Rector, Leah Taylor, Jodi Wolken

**MEMBERS ABSENT:** Charles Young, James Tinsley

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order and Roll Call	6:31 p.m.
II. Approval of Agenda/Addenda	Approved
III. Approval of Minutes – March 5, 2019	Approved
IV. Public Participation	None
V. Communications	None
VI. New Business	
A. METCAD Mechanical Study Presentation and Discussion (Jim Gleason – GHR Mechanical & Electrical Consulting Engineers)	Discussion
i. METCAD Mechanical Study (attached)	Discussion and Review attachments
B. Approval of Contract for ITB#2019-002 JDC Roof Replacement Project	
i. Bid Tabulation	
ii. Bailey Edward Architecture Recommendation Letter for Award of Contract(handout)	Delayed Bid Opening Discussion
C. Update on ITB#2019-001 Art Bartell Road-Sidewalk Project	
i. Pictures of new sidewalk	Discussion
D. Approval of Authorization for ITB #2019-003 Courthouse Column Base Support Project	
i. Bid Specifications for Courthouse Column Base Support Project (attached)	Discussion, Reviewed Attachment Committee Approved Bid Doc.
ii. Bid Drawings Document (attached)	Discussion, Reviewed Attachment
iii. Courthouse Colum Base Project Schedule (attached)	Discussion, Reviewed Attachment
E. Approval on ITB#2019-004 Brookens POD #100 Roof Replacement Project	Reviewed Attachment Committee Approved Bid Doc.
i. Bid Specifications Document for POD #100 Roof Replacement (attached)	Reviewed Attachment
ii. Bid Drawings Document (attached)	Reviewed Attachment
iii. Brookens POD #100 Roof Replacement Project Schedule	Reviewed Attachment
VII. Other Business	Downtown Jail Issue, Discussion
VIII. Presiding Officer's Report	Future Meeting Tuesday June 4, 2019

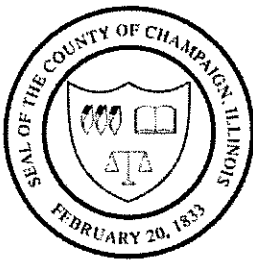
**Agenda Item**

**Action Taken**

IX. Designation of Items to be Placed on Consent Agenda  
X. Adjournment

None  
7:20 pm

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



**CHAMPAIGN COUNTY BOARD**  
**ENVIRONMENT and LAND USE COMMITTEE AGENDA**  
**Summary of Action Taken at the May 9, 2019 Meeting**

**MEMBERS PRESENT:** Aaron Esry, Jodi Eisenmann, Jim Goss, Kyle Patterson, Eric Thorsland, Stephanie Fortado

**MEMBERS ABSENT:** Tanisha King-Taylor

**Agenda Item**

- |       |  |  |
|-------|--|--|
| I.    | Call to Order  | 6:32 p.m.  |
| II.   | Roll Call  | 6 committee members present                              |
| III.  | Approval of Agenda/Addendum  | Approved as distributed                                  |
| IV.   | Approval of Minutes – March 7, 2019  | Approved   |
| V.    | Public Participation   | Kelly Reynolds   |
| VI.   | Communications   | Mr. Esry welcomed Ms. Kincheloe<br>(Recording Secretary) |
| VII.  | New Business: For Information Only   |  |
|       | A. 2018 Champaign County MS4 Area Storm Water Survey Results   | none   |
|       | B. Changes to Champaign County MS4 Environmental Justice<br>Areas for Program Year 4/1/19- 3/31/20   | none   |
| VIII. | New Business: Items to be Approved by ELUC   |  |
|       | A. Recreation & Entertainment License: CRS Ventures LLC for live<br>bands at the Champaign County Fairgrounds, 1302 North Coler<br>Avenue, Urbana for May 17, 2019.              | Approved   |
|       | A. Direction Regarding Proposed Zoning Ordinance Text<br>Amendment for PV Solar Farm Requirements in Response to<br>Municipal Concerns   | Deferred to next meeting.                                |
|       | C. Direction Regarding Proposed Zoning Ordinance Text<br>Amendment for PV Solar Farm Requirements other than in<br>Response to Municipal Concerns                                | Approved   |
| IX.   | <b>New Business: Items to Receive &amp; Place On File by ELUC Committee<br/>to Allow a Review Period Until June 6, 2019</b>  |  |
|       | A. Resolution Authorizing the Execution of an Intergovernmental<br>Agreement to Provide for Champaign County Participation in a<br>Land Bank with the Vermilion County Land Bank | Received & placed on file until 6/6/19                   |

X. **Items to be Recommended to the County Board**

- A. Annual Facility Inspection Report for the period 4/1/17 – 3/31/18 for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with the Illinois Environmental Protection Agency (IEPA) *(To Be Distributed)*

\*Recommend County Board approval

- B. Notice of Intent (NOI) for period from April 1, 2019, to March 31, 2024, for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with the Illinois Environmental Protection Agency (IEPA)

\*Recommend County Board approval

XI. **Other Business**

- A. Monthly Report – none

XII. **Chair's Report**

Jaimie Hitt, Zoning Officer is retiring end of June

XIII. **Designation of Items to be Placed on the Consent Agenda**

X. A & B

XIV. **Adjournment**

7:59 p.m.



**CHAMPAIGN COUNTY BOARD  
HIGHWAY & TRANSPORTATION COMMITTEE  
Summary of Action Taken at the May 10, 2019 Meeting**

**MEMBERS PRESENT:** Lorraine Cowart (Chair), Brad Clemmons, John Clifford, Jim McGuire, Giraldo Rosales, Chris Stohr  
**MEMBERS ABSENT:** Pranjal Vachaspati

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	9:02 AM
II. Roll Call	6 Committee members present, 1 member absent
III. Approval of Agenda/Addenda	Approved
IV. Approval of Minutes – April 5, 2019	Approved
V. Public Participation	None
VI. Communications	None
VII. County & Township Motor Fuel Tax Claims–April 2019	Approved
VIII. Petition Requesting & Resolution Approving Appropriation of Funds from the County Bridge Fund, Rantoul Township, Section #19-20072-00-BR	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of Petition Requesting &amp; Resolution Approving Appropriation of Funds from the County Bridge Fund, Rantoul Township, Section #19-20072-00-BR</i></b>
IX. Petition Requesting & Resolution Approving Appropriation of Funds from the County Bridge Fund, Raymond Township, Section #19-21073-00-BR	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of Petition Requesting &amp; Resolution Approving Appropriation of Funds from the County Bridge Fund, Raymond Township, Section #19-21073-00-BR</i></b>
X. Petition Requesting & Resolution Approving Appropriation of Funds from the County Bridge Fund, Compromise Township, Section #19-06076-00-BR	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of Petition Requesting &amp; Resolution Approving Appropriation of Funds from the County Bridge Fund, Compromise Township, Section #19-06076-00-BR</i></b>
XI. Resolution Awarding of Contract for the Replacement of a Bridge Located on County Road 15, Section #18-00062-00-BR	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Awarding of Contract for the Replacement of a Bridge Located on County Road 15, Section #18-00062-00-BR</i></b>
XII. Resolution Awarding of Contract for the Replacement of a Bridge Located on County Road 18, Section #18-00060-00-BR	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Awarding of Contract for the Replacement of a Bridge Located on County Road 18, Section #18-00060-00-BR</i></b>
XIII. Other Business	None



<u>Agenda Item</u>	<u>Action Taken</u>
XIV. Chair's Report	None
XV. Designation of Items to be Placed on the Consent Agenda	VIII-XII
XVI. Adjournment	9:29 AM

\*Denotes Inclusion on the Consent Agenda

**COMMITTEE OF THE WHOLE**  
**Finance/ Policy, Personnel, & Appointments/Justice & Social Services**  
 County of Champaign, Urbana, Illinois  
 Summary of Action Taken Tuesday, May 14, 2019

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<u>Agenda Items</u>	<u>Action</u>
I. <u>Call To Order</u>	6:31 p.m.
II. <u>Roll Call</u>	21 Members Present
III. <u>Approval of Agenda/Addenda</u>	Approved as Amended, Removing Items VIII-6c & IX-3bi-iii
IV. <u>Approval of Minutes</u> A. April 9, 2019	Approved
V. <u>Public Participation</u>	None
VI. <u>Communications</u>	Vachaspati congratulated Fortado and Patterson on their recent awards.
VII. <u>Finance</u>	
A. <u>New Business</u>	
1. Champaign County Economic Development Corporation Presentation	Information Only
2. Budget Amendments/Transfers	
a. Budget Amendment 19-00028 Fund 075 Regional Planning Commission / Dept. 618 CC Regional Environment Framework Increased Appropriations: \$80,000 Increased Revenue: \$80,000 Reason: State Planning Grant through IDOT to Develop a Regional Environmental Framework Creating a Centralized Resource for CUUATS Staff to Consistently Manage Ecological, Social and Cultural Resources in the Region.	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Budget Amendment 19-00028</i></b>
3. Treasurer	
a. Monthly Report – March 2019	Unavailable
4. Auditor	
a. Monthly Report – April 2019	Received and placed on file
b. Resolution Authorizing Interfund Loans from Fund Reserves to Other Funds	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Interfund Loans from Fund Reserves to Other Funds</i></b>
5. Circuit Clerk & Circuit Court	
a. Criminal & Traffic Assessment Act (Information Only)	<b>RECOMMEND ORDINANCE BE BROUGHT FORTH TO COUNTY BOARD FOR APPROVAL</b>

*Committee of the Whole*  
*Finance; Policy, Personnel, & Appointments; Justice & Social Services*  
*Summary of Action Taken May 14, 2019*  
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|--|--|
| 6. County Executive  |  |
| a. Resolution Adopting Champaign County Financial Policies   | <b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Adopting Champaign County Financial Policies</b> |
| b. Resolution Authorizing the FY2020 Budget Process  | <b>RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the FY2020 Budget Process</b>         |
| <del>c. Request for Letter of Support Regarding Application for Extension of Village of Rantoul TIF District No. 1</del> | Removed from Agenda – No Action  |
| d. FY2019 General Corporate Fund Budget Projection & Budget Change Reports (to be distributed)                           | Information Only   |
| <br>B. <u>Other Business</u>   | None   |
| C. <u>Chair's Report</u>   | Goss discussed elected officials lack of attendance at meetings.                                     |
| D. <u>Designation of Items to be Placed on the Consent Agenda</u>  | A2a, A4b and A6a   |

**VIII. Justice & Social Services**

- |   |  |
|---|--|
| A. <u>New Business:</u>   |  |
| 1. Reentry Program Quarterly Report – January 1, 2019- March 31, 2019   | Received and placed on file  |
| 2. Monthly Reports  | All reports received and placed on file  |
| • Animal Control – March 2019   |  |
| • Emergency Management Agency – April 2019  |  |
| • Head Start – April 2019   |  |
| • Public Defender – March 2019  |  |
| • Probation & Court Services – March 2019 & 1 <sup>st</sup> Quarter Statistical Reports   |  |
| • Veterans' Assistance Commission – March 2019  |  |
| 3. Emergency Management Agency  |  |
| a. Request Approval of Application for Renewal, & If Awarded Acceptance of the Illinois Emergency Management Agency Hazardous Materials Emergency Preparedness (HMEP) Grant, October 1, 2019-September 20, 2022 | <b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Approving Application for Renewal, &amp; If Awarded Acceptance of the Illinois Emergency Management Agency Hazardous Materials Emergency Preparedness (HMEP) Grant, October 1, 2019-September 20, 2022</b> |
| <br>B. <u>Other Business</u>  | None   |
| C. <u>Chair's Report</u>  | Patterson noted the upcoming County's Police Memorial Ceremony and the availability of the <i>Ask-a-Lawyer Desk</i> at the Courthouse.   |
| D. <u>Designation of Items for Consent Agenda</u>   | Item A3a   |

Committee of the Whole  
Finance; Policy, Personnel, & Appointments; Justice & Social Services  
Summary of Action Taken May 14, 2019  
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**IX. Policy, Personnel, & Appointments**

**A. New Business**

1. Appointments/Reappointments (*italicized name indicates incumbent*)

County Executive's Appointments:

- |  |   |
|--|---|
| a. Board of Review – 1 (D) Position<br>Term 6/1/2019-5/31/2022                         | <b>RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Paul Sailor to the Board of Review</b>                                      |
| • <i>Paul Sailor (D)</i>   |   |
| b. Farmland Assessment Review Committee – 1 Position - Term 6/1/2019-5/31/2023         | <b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Steve Moser to the Farmland Assessment Committee</b>                       |
| • <i>Steve Moser</i>   |   |
| c. Urbana-Champaign Sanitary District Board – 1 (D) Position - Term 6/1/2019-5/31/2022 | <b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Jennifer Putman to the Champaign-Urbana Sanitary District Board</b>        |
| • <i>Jennifer Putman (D)</i>   |   |
| d. Dewey Community Public Water District Board – 1 Position - Term 6/1/2019-5/31/2024  | <b>RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing David Hudson to the Dewey Community Public Water District Board</b>         |
| • <i>David Hudson</i>  |   |
| e. Penfield Water District Board – 2 Positions – Term 6/1/2019-5/31/2024               | <b>RECOMMEND COUNTY BOARD APPROVAL of Resolutions Appointing Elizabeth Cropper and Dick Willfong to the Penfield Water District Board</b> |
| • <i>Elizabeth Cropper</i>   |   |
| • <i>Dick Willfong</i>   |   |
| f. Sangamon Valley Public Water District Board – 1 Position – 6/1/2019-5/31/2024       | Information Only  |
| • Robert Guthrie - Letter of Resignation   |   |
| g. Yearsley Cemetery Association – 1 Unexpired Term Ending 6/30/2023                   | <b>*RECOMMEND COUNTY BOARD APPROVAL of a Resolution Appointing Mary Lakey to the Yearsley Cemetery Association Board</b>                  |
| • <i>Mary Lakey</i>  |   |
| 2. County Clerk  |   |
| a. April 2019 Report   | Received and placed on file   |
| 3. County Executive  |   |
| a. Monthly HR Report – April 2019  | Received and placed on file   |
| <del>b. Request Approval of Champaign County Policies:</del>                           | Removed from Agenda- No Action  |
| i. <del>Drug Use Policy</del>  |   |
| ii. <del>Information Technology Policy</del>   |   |
| iii. <del>Travel Policy (Final Policy Included After Mark-up Version)</del>            |   |

**B. Other Business**

**C. Chair's Report**

1. Appointments Expiring June 30, 2019: Information Only
- Stearns Cemetery Board
  - Forest Preserve District Board
  - County Board of Health

*Committee of the Whole*  
*Finance; Policy, Personnel, & Appointments; Justice & Social Services*  
*Summary of Action Taken May 14, 2019*

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- Developmental Disabilities Board

D. <u>Designation of Items to be Placed on the Consent Agenda</u>	Items A1bc and g
X. <u>Other Business</u>	None
XI. <u>Adjournment</u>	9:45 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 the Office of the County Executive, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.

**RESOLUTION NO. 2019-131**

**RESOLUTION ESTABLISHING THE BUDGET PROCESS for CHAMPAIGN COUNTY for FY2020**

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

**WHEREAS**, per 55 ILCS 5/2-5008 the County Executive shall prepare and submit to the County Board for its approval the annual budget for the county;

**WHEREAS**, based on the forecasted receipt of both revenues and expenditures for FY2020, the Finance Committee recommends guidelines for its consideration of the FY2020 annual budget; and

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of Champaign County, Illinois, that the following guidelines are hereby adopted for the submission, review, preparation, and implementation of the FY2020 Budget:

**Budget Calendar**

The County's 2020 fiscal year begins on January 1 and ends on December 31.

June 12	County Executive provides <i>Budget Instruction and Training Seminar</i> for department budget preparers and sends <i>Instructions for Budget Submission</i> to outside agencies
July 12	FY2020 Department Budgets DUE to Deputy Director of Finance
July 15-26	Department Budget Reviews with County Executive
Aug. 1-9	County Executive confirms tax revenues & other revenue estimates
Aug. 26-27	6:00pm each evening – Legislative Budget Hearings before the County Board
Sept. 10	County Executive presents <i>FY2020 Budget Overview</i> to Finance Committee
Sept. 26	Special Finance Committee of the Whole Meeting for Public Comment on the Proposed FY2020 Budget and to provide direction regarding the Tentative Budget
Oct. 15	<i>FY2020 Tentative Budget Recommendation</i> forwarded by Finance Committee to County Board
Oct. 24	County Board – receive & place on <i>File FY2020 Tentative Budget</i> ; County Board Truth in Taxation Public Hearing ( <i>if required</i> )
Nov. 12	Finance Committee forwards <i>Final FY2020 Budget</i> to County Board for approval
Nov. 21	County Board approval of <i>Final FY2020 Budget &amp; FY2020 Tax Levy Ordinance</i>

**Form of the Budget**

The County Executive's proposed budget shall be tied to the County's strategic planning priorities. The final budget shall be prepared in acknowledgement of the *Champaign County Board Financial Policies* and will include the following, showing specific amounts:

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

**Property Tax Levy**

The preparation of the property tax levy for FY2020 be calculated in accordance with the Property Tax Extension Limitation Law (PTELL).

**Capital Asset Replacement Fund (CARF)**

Capital asset replacement programs have an impact on the General Fund and Public Safety Sales Tax Fund. In-progress commitments for inclusion in the FY2020 CARF budget:

1. Funding for maintenance scheduled in FY2020 per the County's Facilities Capital Plan; and
2. Funding for Enterprise Resource Planning (ERP) to replace the County's in-house financial system; and
3. Funding for other CARF equipment and items previously scheduled for replacement in FY2020
4. An estimated calculation of full reserve funding required for future CARF replacement schedules.

**General Corporate Fund**

Total FY2020 non-personnel expenditures will be held flat against the Total Original FY2019 budget for non-personnel expenditures, with the exception of allowable increases based on competitively bid contracts or documented cost increases.

**County Executive's Department Budget Guidance**

Department budget requests shall be tied to department goals, objectives, and performance indicators that will lead to a final overall budget document that is tied to the County's strategic priorities.

**Budget documents will include:**

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

**Non-General Corporate Fund Budget Requests**

1. Presented within the County Board's definition of a balanced budget; and
2. Include revenues, expenditures, fund balance information, goal statements and an explanation for variances in ending fund balance; and
3. Document and analyze operations, and provide FY2020 strategic planning information including alignment with the County Board's Strategic Plan, and specific fund objectives and anticipated performance indicators.

**General Corporate Fund Budget Requests**

Total FY2020 non-personnel expenditures will be held flat against the Total Original FY2019 budget for non-personnel expenditures, with the exception of allowable increases based on competitively bid contracts or documented cost increases. Examples of documented increases are increases in the County's required contribution for joint ventures with other agencies such as METCAD and ARMS, and increases in rates for which the County has limited control such as water, utility and telephone services, and the recognition of the need to provide the necessary equipment and software for an accessible, safe and secure election in 2020.

**Requests for budget increases outside of these allowable exceptions must be submitted in separate documents and include:**

1. A detailed explanation for the reason a budget increase is being requested; and
2. A detailed breakdown of the increase requested by budget line; and
3. Whether there are outside funding sources available to subsidize increased costs; and
4. Problems, issues, or concerns that might arise if the request is not able to be funded; and
5. Whether the request can be deferred to a future fiscal year, and if so, when.

**PRESENTED, ADOPTED, APPROVED, AND RECORDED** this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_



RESOLUTION NO. 2019-132

RESOLUTION APPOINTING PAUL SAILOR TO THE  
CHAMPAIGN COUNTY BOARD OF REVIEW

WHEREAS, Darlene Kloeppe, County Executive, has submitted to the County Board her appointment of Paul Sailor to the Champaign County Board of Review; and

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Paul Sailor to the Champaign County Board of Review for a term commencing June 1, 2019 and ending May 31, 2021; and

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

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppe, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-133

RESOLUTION APPOINTING DAVID HUDSON TO THE  
DEWEY COMMUNITY PUBLIC WATER DISTRICT

WHEREAS, Darlene Kloeppe, County Executive, has submitted to the County Board her appointment of David Hudson to the Dewey Community Public Water District; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of David Hudson to the Dewey Community Public Water District for a term beginning June 1, 2019 and ending May 31, 2024; and

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: David Hudson 412 Railroad, Dewey, IL 61840.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppe, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-134

RESOLUTION APPOINTING ELIZABETH CROPPER TO THE  
PENFIELD WATER DISTRICT

WHEREAS, Darlene Kloeppe, County Executive, has submitted to the County Board her appointment of Elizabeth Cropper to the Penfield Water District; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of Elizabeth Cropper to the Penfield Water District for a term beginning June 1, 2019 and ending May 31, 2024; and

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Elizabeth Cropper 108 Walnut Street, Penfield, IL 61862.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded  
& Attest: \_\_\_\_\_

Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Darlene A. Kloeppe, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-135

RESOLUTION APPOINTING DICK WILLFONG TO THE  
PENFIELD WATER DISTRICT

WHEREAS, Darlene Kloeppe, County Executive, has submitted to the County Board her appointment of Dick Willfong to the Penfield Water District; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that the County Board does hereby advise and consent to the appointment of Dick Willfong to the Penfield Water District for a term beginning June 1, 2019 and ending May 31, 2024; and

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

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Dick Willfong 108 Walnut Street, Penfield, IL 61862.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

Recorded

& Attest: \_\_\_\_\_

Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Darlene A. Kloeppe, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-136

PAYMENT OF CLAIMS AUTHORIZATION

May 2019

FY 2019

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$20,516,355.84 including warrants 590814 through 592907 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 \$20,516,355.84 including warrants 590814 through 592907 is approved.

PRESENTED, ADOPTED, APPROVED, by the County Board this 23<sup>rd</sup> day of May, A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2019-137

PURCHASES NOT FOLLOWING PURCHASING POLICY

May 2019

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

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

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on May 23, 2019 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED by the County Board this 23<sup>rd</sup> day of April A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloepfel, County Executive  
Date: \_\_\_\_\_

5/13/19

## PURCHASES NOT FOLLOWING THE PURCHASING POLICY AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
<b>EMERGENCY PURCHASE</b>						
** Capital Asset Replcmt Fund	105-059-533.02	VR#105-033	4/16/2019	JDC Roof Replacement Project	Bailey Edwards Design, Inc	\$ 16,451.05
<b>NO PURCHASE ORDER ISSUED</b>						
None						
<b>CREDIT CARD PAYMENT PAID WITH TAX</b>						
None						
<b>CREDIT CARD PAID WITH NO RECEIPT</b>						
** Regional Planning Comm	075-xxx-522.15	VR#29-693	4/18/2019	Gas 3/19 Driver #12	Wex Bank	\$ 23.48
** County Clerk	080-022-522.15	VR#22-135	4/25/2019	Gas Aaron Ammons	Wex Bank	\$ 34.80
** County Clerk	080-022-522.15	VR#22-137	4/25/2019	Gas 3/26 Aaron Ammons	Visa Cardmember Services	\$ 44.12
** Supervisor of Assessments	080-025-533.95	VR#25-019	4/18/2019	4/5 Beaufort St. Parking (Normal, IL)	Visa Cardmember Services	\$ 24.00
** Nursing Home	081-410-522.40	VR#44-516	4/24/2019	3/29/19 Staples	Visa Cardmember Services	\$ 341.98
** Nursing Home	081-410-533.70	VR#44-516	4/24/2019	4/1/19 Indeed	Visa Cardmember Services	\$ 35.07
** Animal Control	091-247-522.15	VR#91-085	4/24/2019	Gas 2/28 Stephanie Joos	Wex Bank	\$ 50.00
** Animal Control	091-247-522.15	VR#91-085	4/24/2019	Gas 3/4 Logan Rustan	Wex Bank	\$ 42.66
** Animal Control	091-247-522.15	VR#91-085	4/24/2019	Gas 3/11 Logan Rustan	Wex Bank	\$ 46.21

\*\*\*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. 2019-118

RESOLUTION APPROVING AWARD OF CONTRACT TO ADVANCED COMMERCIAL  
ROOFING OF CHAMPAIGN, ILLINOIS PURSUANT TO ITB 2019-002 FOR JDC ROOF  
REPLACEMENT

WHEREAS, The ITB 2019-002 was released on April 4, 2019; and

WHEREAS, pursuant to the parameters and guidelines established by ITB 2019-002, the Facilities Director and Bailey Edward Architecture recommends to the County Board on May 23, 2019 the award of contract to Advanced Commercial Roofing of Champaign, Illinois (ACR) in the amount of \$291,050.00; and

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves the award of contract to ACR pursuant to ITB 2019-002 for the JDC Roof Replacement for the amount of \$291,050.00 and authorizes the County Executive to execute that Agreement.

PRESENTED, PASSED, APPROVED, AND RECORDED this 23rd day of May A.D. 2019.

\_\_\_\_\_  
Giraldo Rosales, Chair  
Champaign County Board

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

Approved: \_\_\_\_\_  
Darlene A. Kloeppel, County Executive  
Date: \_\_\_\_\_

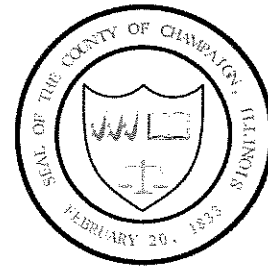


# **CHAMPAIGN COUNTY PHYSICAL PLANT**

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES

DANA BRENNER, FACILITIES DIRECTOR



## **Memorandum**

To: Chair Giraldo Rosales and Members of the County Board

CC: Darlene Kloeppe, County Executive  
Tami Ogden, Deputy Director of Finance  
Isak Griffiths, Deputy Director of Administration

Date: May 15, 2019

Re: ITB #2019-002 Juvenile Detention Center Roof Replacement Project

### **Project**

The project scope includes removal of existing EPDM roofing membrane and ballast (rock). The successful contractor shall remove and haul ballast to a location selected by the County, just east of the Juvenile Detention Center (JDC). Roofing shall also be removed and replaced at the sally port and west canopy. Parapet coping will be removed at the main roof and sally port roof. The new roofing system shall be installed over the existing 2 layers of 1 1/2" polyiso insulation, 1/2" cover board, slip sheet, and new EPDM membrane. The entire system installation shall be fully adhered (glued).

Existing skylights will be removed at the main roof and new skylights installed at the existing locations in the same size. New walk pads will be installed at the locations shown on the plans and continuously installed around each RTU.

### **Bailey Edward Architecture**

Bailey Edward Architecture (Bailey Edward) has been retained by the Physical Plant to provide professional architecture services for the JDC Roof Replacement Project. Bailey Edward created the bid documentation and drawings and will provide construction oversight. Their fees are set at \$39,105.00, plus reimbursable expenses for construction observation.

### **Invitation-To-Bid**

The County's Facilities Committee, at the April 3, 2019 meeting, authorized the Facilities Director to proceed with posting and advertising the Invitation-To-Bid #2019-002 JDC Roof Replacement Project. The bid documents and drawings were made available at Dean's Blue Printing Company in Champaign, on the County's Website, and advertised in the News Gazette. Additionally, Bailey Edward and the Facilities Director personally contacted numerous commercial roofing contractors in central Illinois, to make them aware of the County's project and where they could find the project documents for bidding.

### **Pre-Bid Meeting**

On Tuesday, April 23, 2019, a pre-bid meeting was held to provide potential respondents with an overview of the project. Bailey Edward presented the project to five commercial roofing contractors, who attended the meeting. Contractors were given an opportunity to ask any questions of Bailey Edward and the Facilities Director and tour the JDC and accompanying area. In addition, two other tour dates were created upon request, which gave four other commercial roofing contractors an opportunity to ask questions while touring the JDC. The nine companies interested in our ITB #2019-002 are: Bennet & Brosseau; Henson Robinson; Knickerbocker, Lakeside; Langlois; Top Quality; ACR (TSI); Bash Pepper; and, Designed Roofing.

### **Addenda**

Any bid addenda shall become part of the bidding and contract documents, and modifies the original bid documentation, dated April 4, 2019. All addenda shall be posted on the County's website. Bidders shall acknowledge receipt of any addendum in the space provided on the bid form. Failure to do so may subject the bidder to disqualification.

Addendum #1 was issued on April 26, 2019 and e-mailed to nine roofing contractors who had expressed interest in bidding our JDC roof project. This addendum was also posted on the County's website. Addendum #1 added a second site review date of Tuesday, April 30, 2019. Further, it clarified that the existing roof video camera will be removed and reinstalled by Champaign County. Additionally, there were seven noted changes/clarifications to the project manual and drawings.

Addendum #2 was issued on April 30, 2019 and e-mailed to all nine roofing contractors who had expressed interest in our JDC roof project. This addendum was also posted on the County's website. Addendum #2 revised the bid form to allow for Alternate Bid #1 and added the entire section for Alternate #1 covering insulation, cover board and gas/equipment revisions. Bailey Edward drawings were updated with further information about removal/replacement of existing HVAC equipment to replace and raise equipment curbs; removal and raising of gas supply pipes to HVAC equipment; Sally port ventilators disconnection and temporary removal/replacement; removal and replacement of skylights; and, extending plumbing venting above roof surface.

Addendum #3 was issued on May 3, 2019 and e-mailed to all nine roofing contractors who had expressed interest in bidding our JDC roof project. This addendum was also posted on the County's website. Addendum #3 changed the bid opening date to Thursday, May 9, 2019 at 2:00pm in the Lyle Shields Meeting Room of Brookens. In addition, Addendum #3 changed/replaced the Bid Form and replaced the language for Alternate #1 in Addendum #2. Bailey Edward revised their drawings for Scope OF Work as follows:

- a. Base Bid:
  - i. Gas line removal/raising will be under separate project handled by the County and coordinated with successful low bidder roofing contractor.
  - ii. Existing insulation will be mechanically fastened to deck
  - iii. ½" cover board will be fully adhered to existing insulation.
  - iv. EPDM membrane will be fully adhered to cover board.
- b. Alternate #1 will provide new one layer of 1" polyisocyanurate as described in addenda
- c. Unit Price for additional 1.5" polyisocyanurate insulation installed in existing field above twenty boards allowed for in base bid. Removal of deteriorated boards shall be included in the unit cost.
- d. Cleaning of exposed aggregate concrete at entry shall be removed from the project

The original Bid Opening Date was scheduled for May 2, 2019 at 2:00pm. Approximately 20-minutes prior to the bid opening, the County had received only one (1) bid. Facilities Director and Bailey Edward began calling the nine roofing contractors who had expressed interest in bidding and determined we needed to extend the bidding deadline and to revise some of the scope, especially as it pertains to the removal and replacement of HVAC equipment to add higher insulated curbing and cleaning the concrete panels by the west canopy. Hence, Addendum #3 was written and conveyed to roofing contractors.

The extension of the Bid opening, by one week, necessitates asking for award approval by the full County Board, instead of the initial award approval at the Facilities Committee meeting to be held on May 7, 2019 in order to keep this project on schedule.

**Bid Opening**

At 2:00pm on May 9, 2019, the County Facilities Director and Karla Smalley of Bailey Edward Architecture gathered in Lyle Shields of Brookens Administrative Center to open, read, and record the six (6) bid proposals that had been received. Only two representatives from bidding companies were present for bid opening. The bid summary is as follows:

**BID TABULATIONCHAMPAIGN COUNTY JDC ROOF REPLACEMENT2:00pm May 9, 2019**

Architect: Bailey Edward  
 BID TABULATION SHEET

CONTRACTOR	BID BOND	ADD. 1	ADD. 2	ADD. 3	BASE BID	ALTERNATE #1	TOTAL
Bennett & Brosseau Roofing	YES	X	X	X	\$438,600.00	\$41,000.00	\$479,600.00
Henson Robinson	YES	X	X	X	\$278,744.00	\$305,950.00	\$584,694.00
Bash Pepper	YES	X	X	X	\$318,670.00	\$48,980.00	\$367,650.00
Top Quality	YES	X	X	X	\$290,500.00	\$320,600.00	\$611,100.00
ACR	YES	X	X	X	\$254,150.00	\$36,900.00	\$291,050.00
Design Roofing	YES	X	X	X	\$306,500.00	\$5,400.00	\$311,900.00

Examining each submitted bid total cost, we see two bidders significantly higher than the other four bidders. After calling these contractors, we realized they erred in their bid submission, by recording their base bid plus the cost of alternate #1 together, and listing it under alternate #1 cost. Should they have correctly filled out their bid form, we would have had four bidders within \$30,000.00 dollars of each other, however, this would have not changed the outcome of the Bid and which contractor was the low bidder.

Six bids were received, we determined after the bid opening that all six were viable, and all six bidders attached the required information and documentation. Further, Bailey Edward reviewed the low bidder's (ACR) submission, via phone with ACR, and Bailey Edward determined ACR's submission of materials and price to be valid and acceptable.

**Recommendation**

Based on the review of the submitted bids, in response to ITB #2019-002, it is recommended that the County Board award ITB #2019-002 to Advanced Commercial Roofing (TSI) for the JDC Roof Replacement Project.



T 217.363.3975  
 F 217.441.2319  
 1001 South Main Street

1101 South Main Ave  
 Champaign, IL  
 61821-4323

May 15 2019

Mr. Dana Brenner  
 Facilities Director  
 Champaign County Administrative Services, Physical Plant Division  
 1776 East Washington Street  
 Urbana, Illinois 61802-4581

Re: Champaign County JDC Roof Replacement Project ITB #2019-002  
 Architect Recommendation of Award of Bids

Dear Mr. Brenner:

The following is Bailey Edward's bid analysis and recommendation for ITB #2019-002 Champaign County JDC Roof Replacement. This scope is for the replacement of the roofing materials at the Juvenile Detention Center in Urbana. This work was bid as one (1) General Work bid. One (1) alternate bid was included to install an additional insulation to the roofing assembly. One (1) unit price bid was included for additional insulation replacement in the event wet insulation is discovered beyond the extents covered in the documents.

**Pre-Bid Effort**

The Project Team targeted qualified contractors to solicit interest and bids. Bailey Edward followed up with the Contractors to clarify the scope of the project, provide information, and confirm overall Prime Contractor commitment to providing bids in efforts to receive competitive bids. The plans were posted in a plan room and printed and electronic copies were made available at our offices. The documents were also available for free download from the Champaign County web site.

**Bid Results**

Six (6) bids were received and opened on Thursday, May 09, 2019 at 2:00 pm in the Lyle Shields Meeting Room at Brookens. Bids were received from the contractors noted in the Bid Tabulation, attached hereto as exhibit A.

**Comparison Analysis based on Bid and Scope Review**

The Bailey Edward team always strives to do our best to provide the most current estimated construction costs for our clients, including contacting suppliers during design to include accurate opinions of cost.

We spoke with the estimator at Advance Commercial Roofing and they have a good understanding of the scope of work indicated in the documents. We have found no reason for disqualifying this bidder provided the bidder is currently in good standing with Champaign County.

**Schedule Improvement Opportunities**

No schedule improvements were offered by any of the bidders.

**Bailey Edward's Recommendation**

responsive client

bailey edward



T 217.558.3375  
F (612.441) 2333  
www.baileyedward.com

1103 South Mallin Ave  
Chicago, IL  
60621-4321

Based upon the bid results and discussions with the apparent low bidder, Bailey Edward recommends awarding a contract for the base bid and the bid alternate #1 to Advance Commercial Roofing. The base bid amount is \$254,150.00 and the alternate bid amount is \$36,900.00 for a total contract amount of \$291,050.00

Should you have any questions or require additional information, please do not hesitate to contact our office at your convenience.

Respectfully,

Karla J. Smalley, AIA  
NCARB, LEED AP

responsive e|e|c

bailey edward

**BID TABULATION  
CHAMPAIGN COUNTY  
JDC ROOF REPLACEMENT**

2:00pm May 9, 2019

Architect: Bailey Edward

**BID TABULATION SHEET**

CONTRACTOR	BID BOND	ADD. 1	ADD. 2	ADD. 3	BASE BID	ALTERNATE #1	TOTAL	UNIT PRICE 1
Bennett & Brosseau Roofing	YES	X	X	X	\$ 438,600.00	\$ 41,000.00	\$ 479,600.00	\$ 58.00
Henson Robinson	YES	X	X	X	\$ 278,744.00	\$ 305,950.00	\$ 584,694.00	\$ 250.00
Bash Pepper	YES	X	X	X	\$ 318,670.00	\$ 48,980.00	\$ 367,650.00	\$ 29.25
Top Quality	YES	X	X	X	\$ 290,500.00	\$ 320,600.00	\$ 611,100.00	\$ 275.00
ACR	YES	X	X	X	\$ 254,150.00	\$ 36,900.00	\$ 291,050.00	\$ 57.00
Design Roofing	YES	X	X	X	\$ 306,500.00	\$ 5,400.00	\$ 311,900.00	\$ 45.00

**BID TABULATION  
CHAMPAIGN COUNTY  
JDC ROOF REPLACEMENT**

2:00pm May 9, 2019

Architect: Bailey Edward

**BID TABULATION SHEET**

CONTRACTOR	BID BOND	ADD. 1	ADD. 2	ADD. 3	BASE BID	ALTERNATE #1	TOTAL	UNIT PRICE 1
Bennett & Brosseau Roofing	YES	X	X	X	\$ 438,600.00	\$ 41,000.00	\$ 479,600.00	\$ 58.00
Henson Robinson	YES	X	X	X	\$ 278,744.00	\$ 305,950.00	\$ 584,694.00	\$ 250.00
Bash Pepper	YES	X	X	X	\$ 318,670.00	\$ 48,980.00	\$ 367,650.00	\$ 29.25
Top Quality	YES	X	X	X	\$ 290,500.00	\$ 320,600.00	\$ 611,100.00	\$ 275.00
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Design Roofing	YES	X	X	X	\$ 306,500.00	\$ 5,400.00	\$ 311,900.00	\$ 45.00