

CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE

Finance/Justice & Social Services/Policy, Personnel, & Appointments Agenda
County of Champaign, Urbana, Illinois
Tuesday, August 14, 2012 – 6:00 p.m.

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

I. Call To Order

II. Roll Call

III. Approval of Minutes

- A. Committee of the Whole Minutes – June 12, 2012 1-12

IV. Approval of Agenda/Addenda

V. Public Participation

VI. Communications

VII. Finance:

A. Report of the Outside Auditor –Clifton Larson Allen

B. Treasurer

1. Monthly Reports –June 2012 & July 2012- Reports are available on the Treasurer's webpage at <http://www.co.champaign.il.us/TREAS/reports.htm>
2. Resolution Authorizing the County Board Chair to Cancel a Mobile Home Certificate of Purchase, Permanent Parcel No. 03-002-0094 13
3. Resolution Authorizing the County Board Chair to Cancel a Mobile Home Certificate of Purchase, Permanent Parcel No. 01-900-0012 14
4. Resolution Authorizing the County Board Chair to Assign a Mobile Home Certificate of Purchase, Permanent Parcel No. 02-001-0011 15
5. Resolution Authorizing the County Board Chair to Assign a Mobile Home Certificate of Purchase, Permanent Parcel No. 02-001-0029 16
6. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County's Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 20-09-02-252-001 17
7. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County's Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 20-10-07-100-003 18
8. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County's Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 21-34-33-430-011 19

9. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County’s Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 21-34-34-305-010	20
10. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County’s Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 21-34-34-308-013	21
11. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County’s Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 46-21-06-356-004	22
12. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County’s Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 92-21-16-182-004	23
13. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County’s Interest and/or Cancel a Real Estate Certificate of Purchase, Permanent Parcel No. 24-28-16-206-021	24
 C. <u>Auditor</u>	
1. Monthly Reports– June 2012 & July 2012	25-40
 D. <u>Budget Amendments/Transfers</u>	
1. Budget Amendment #12-00031 Fund/Dept: 080 General Corporate-071 Public Properties Increased Appropriations: \$13,648 Increased Revenue: None: from Fund Balance Reason: To Re-appropriate Money Paid Due to Overpayment from Grant from RPC for Brookens Lighting Upgrade	41-42
2. Budget Amendment #12-00032 Fund/Dept: 476 Self-Funded Insurance-118 Property/Liability Insurance Increased Appropriations: \$35,180 Increased Revenue: \$35,180 Reason: to Receive Insurance Reimbursement for Courthouse Water Damage	43
3. Budget Amendment #12-00033 Fund/Dept: 080 General Corporate-043 Emergency Management Agency Increased Appropriations: \$4,500 Increased Revenue: \$4,851 Reason: This Request is to Complete the Communication Links that are Necessary to Complete the Next Phase of Functional Operations of the County Emergency Operations Center.	44-45
4. Budget Amendment #12-00034 Fund/Dept: 080 General Corporate-041 States Attorney Increased Appropriations: \$13,218 Increased Revenue: None: from Fund Balance Reason: Increase in Appropriations of \$13,218 for Benefit Payout for 3 Employees Leaving the Employment of Champaign County in June, 2012	46

5.	Budget Amendment #12-00035 Fund/Dept: 614 Recorder’s Automation Fund-023 Recorder Increased Appropriations: \$300 Increased Revenue: None: from Fund Balance Reason: To Cover Shortage Allowed for Unemployment Insurance Line Item	47
6.	Budget Amendment #12000036 Fund/Dept: 080 General Corporate Fund-023 Recorder Increased Appropriations: \$270,000 Increased Revenue: \$300,000 Reason: To Cover Additional RHSP Remittance for Recordings Exceeding Expected Level	48
7.	Budget Transfer #12-00010 Fund/Dept: 080 General Corporate-075 General County, 051 Juvenile Detention Center, 052 Court Services Total Amount: \$54, 065 Reason: To Move Money to Correct Budgets to Pay for FY2011 & FY2012 Salary Increases Due to FOP Court Services Contract Settlement	49
E.	<u>Emergency Management Agency</u>	
1.	Request Approval of Application & if Awarded, Acceptance of the Annual Illinois Emergency Management Agency Grant	50-59
F.	<u>Nursing Home Board of Directors</u>	
1.	Request Consideration of General Corporate Fund Backing for Nursing Home Revenue Anticipation Notes	60
2.	Request Approval of Amendment to MPA Management Contract for Management of Nursing Home Compliance Program	61-75
3.	Request Approval for Release of RFP for Renal Dialysis Program	76-98
G.	<u>States Attorney</u>	
1.	Request Approval of DCFS Contract	99-128
H.	<u>County Administrator</u>	
1.	General Corporate Fund FY2012 Budget Projection Report	129-131
2.	General Corporate Fund Budget Change Report	132
3.	Distribution of Public Health Levy for FY2012 (<i>Provided for Information Only</i>)	133-134
4.	Budget Amendment #12-00038 Fund/Dept: 105 Capital Asset Replacement Fund-059 Facilities Planning Increased Appropriations: \$24,000 Increased Revenue: None: from Fund Balance Reason: To Repair Roof at Downtown Correctional Center	135-138
5.	Budget Amendment #12-00037 Fund/Dept: 105 Capital Asset Replacement Fund-059 Facilities Planning Increased Appropriations: \$11,000 Increased Revenue: None: from Fund Balance Reason: To Remodel State’s Attorney Space by Adding Reception Window for Support Enforcement Reception Area	139-143

I. Other Business

J. Chair’s Report

K. Designation of Items to be Placed on County Board Consent Agenda

VIII. Justice & Social Services:

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/COUNTYBD/deptrpts.htm>

1. Animal Control – May 2012 & June 2012
2. Emergency Management Agency – May 2012
3. Head Start – May 2012, June 2012, & July 2012
4. Probation & Court Services – May 2012, June 2012, & 2012- 2nd Quarter Report
5. Public Defender – May 2012 & June 2012

B. Other Business

C. Chair’s Report

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

IX. Policy, Personnel, & Appointments:

A. Appointments/Reappointments -

1. Developmental Disabilities Board – 1 Term Ending 6/30/2015 144-147
Applicants:
 - Michael Smith
 - Philip Krein
2. Windsor Park Fire Protection District – 1 Unexpired Term Ending 4/30/2013 148
Applicant:
 - Tod Courtney
3. East Lawn Memorial Burial Park Association – Term Ending 6/30/2018 149
Applicant:
 - M. Jean Mannin
4. Beaver Lake Drainage District – Term Ending 8/31/2015 150
Applicant:
 - Lyle Brock
5. Blackford Slough Drainage District – Term Ending 8/31/2015 151
Applicant:
 - Jack Murray
6. Conrad & Fisher Mutual Drainage District – Term Ending 8/31/2015 152
Applicant:
 - Delmar Banner
7. Scott Drainage District #2 - Term Ending 8/31/2015 153

Applicant:	
• Paul Berbaum	
8. Fountain Head Drainage District – Term Ending 8/31/2015	154
Applicant:	
• Charles Breen, Jr.	
9. Longbranch Mutual Drainage District – Term Ending 8/31/2015	155
Applicant:	
• Rick Wolken	
10. Lower Big Slough Drainage District – Term Ending 8/31/2015	156
Applicant:	
• Beverly Hanks	
11. Nelson-Moore-Fairfield Drainage District – Term Ending 8/31/2015	157
Applicant:	
• John Nelson	
12. Okaw Drainage District – Term Ending 8/31/2015	158
Applicant:	
• Gerald Henry	
13. Owl Creek Drainage District – Term Ending 8/31/2015	159
Applicant:	
• Leonard Stocks	
14. Pesotum Consolidated Drainage District – Term Ending 8/31/2015	160
Applicant:	
• Douglas Reinhart	
15. Pesotum Slough Special Drainage District – Term Ending 8/31/2015	161
Applicant:	
• Jeffrey Little	
16. Raup Drainage District – Term Ending 8/31/2015	162
Applicant:	
• Kevin Wolken	
17. Sangamon & Drummer Drainage District – Term Ending 8/31/2015	163
Applicant:	
• Steve Day	
18. Silver Creek Drainage District – Term Ending 8/31/2015	164
Applicant:	
• Mervyn Olson	
19. Salt Fork Drainage District – Term Ending 8/31/2015	165
Applicant:	

- Reggie Peters
20. South Fork Drainage District – Term Ending 8/31/2015 166
Applicant:
 - Glen Lafenhagen
21. St. Joseph #3 Drainage District – Term Ending 8/31/2015 167
Applicant:
 - Lloyd Esry
22. St. Joseph #4 Drainage District – Term Ending 8/31/2015 168
Applicant:
 - Dale Busboom
23. Triple Fork Drainage District – Term Ending 8/31/2015 169
Applicant:
 - David Wolken
24. Union Drainage District of Stanton & Ogden - Term Ending 8/31/2015 170
Applicant:
 - Lynn Huls
25. Union #1 Drainage District of Philo & Crittenden – Term Ending 8/31/2015 171
Applicant:
 - Max Franks
26. Union #1 Drainage District of Philo & Urbana – Term Ending 8/31/2015 172
Applicant:
 - Edward Decker
27. Union DD #2 of St. Joseph & Ogden – Term Ending 8/31/2015 173
Applicant:
 - Daniel Mills
28. Union DD #3 of S. Homer & Sidney – Term Ending 8/31/2015 174
Applicant:
 - Greg Allen
29. Upper Embarras River Basin DD – Term Ending 8/31/2015 175
Applicant:
 - Donald Maxwell
30. West Branch DD – Term Ending 8/31/2015 176
Applicant:
 - Richard Peavler
31. Willow Branch DD – Term Ending 8/31/2015 177
Applicant:
 - Charles Steffey

32. Wrisk DD – term Ending 8/31/2015	178
Applicant:	
• Francis Lafenhagen	
33. Resignation of Paul Dohme from the Union DD #3 of S. Homer & Sidney (For Information Only)	179
34. Union DD #3 of S. Homer & Sidney – Unexpired Term Ending 8/31/2013	180
Applicant:	
• Kevin Wienke	
35. Forest Preserve District Board – Term Ending 6/30/2017	181-183
Applicant:	
• Philip Hult	
36. Forest Preserve District Board – Unexpired Term Ending 6/30/2015	184-185
Applicant:	
• Andrew Kerins	
37. Farmland Assessment Review Committee – <i>(to be announced)</i>	
B. <u>County Clerk</u>	
1. June and July 2012 Reports	186-187
2. Resolution on Polling Place for City of Champaign #4	188-189
3. Resolution Approving the Appointment of Election Judges for November 2012 Election	190-191
4. Request Approval to Submit three County Clerk Office Positions for Re-Evaluation by Job Content Evaluation Committee	192
C. <u>County Administrator</u>	
1. Administrative Services Monthly Reports – June 2012 and July 2012	193-199
D. <u>Other Business</u>	
1. Approval of Establishment of County Board Member Terms	200-204
2. Mock Drawing – Establishment of County Board Member Terms (Actual drawing to be held at August 23, 2012 County Board Meeting)	
3. Change Date of November 2012 County Board Meeting from Thursday, November 29, 2012 to Tuesday, November 27, 2012	
E. <u>Chair’s Report</u>	
F. <u>Designation of Items to be Placed on County Board Consent Agenda</u>	
X. <u>Other Business:</u>	
A. Approval of June 12, 2012 Committee of the Whole Closed Session Minutes	
XI. <u>Adjourn</u>	

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**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE MINUTES**

10 **Finance/ Justice & Social Services/Policy, Personnel, & Appointments; County Facilities**
11 **Tuesday, June 12, 2012**
12 **Lyle Shields Meeting Room, Brookens Administrative Center**
13 **1776 E. Washington St., Urbana, Illinois**

14
15
16
17

18 **MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Jan Anderson, Ron Bensyl,
19 Astrid Berkson, Thomas Betz, Lloyd Carter, , Aaron Esry,
20 Stephanie Holderfield, Stan James, John Jay, Jeff Kibler, Alan
21 Kurtz, Ralph Langenheim, Gary Maxwell, Brendan McGinty,
22 Diane Michaels, Max Mitchell, Steve Moser, Steve O'Connor,
23 Patsi Petrie, James Quisenberry, Michael Richards, Giraldo
24 Rosales, Jon Schroeder, C. Pius Weibel

25
26

27 **MEMBERS ABSENT:** Lorraine Cowart

28
29
30

31 **OTHERS PRESENT:** Jeff Blue (County Engineer), Deb Busey (County Administrator),
32 Gordy Hulten (County Clerk), Julia Rietz (States Attorney), Kay
33 Rhodes (Administrative Assistant), Dan Walsh (Sheriff), Dan
34 Welch (Treasurer)

35
36

37 **CALL TO ORDER**

38 Weibel called the meeting to order at 6:04 p.m.

39
40

41 **ROLL CALL**

42
43
44
45
46

47 Rhodes called the roll. Alix, Anderson, Bensyl, Berkson, Betz, Carter, Esry, Holderfield,
48 James, Jay, Kibler, Kurtz, Langenheim, Maxwell, McGinty, Michaels, Mitchell, Moser,
49 O'Connor, Petrie, Quisenberry, Richards, Rosales, Schroeder, and Weibel were present at the
50 time of roll call, establishing the presence of a quorum.

51
52

53 **APPROVAL OF MINUTES**

54
55
56

57 **MOTION** by Rosales to approve the May 15, 2012 Committee of the Whole minutes;
58 seconded by Carter. **Motion carried with unanimous support.**

59
60

61 **APPROVAL OF AGENDA/ADDENDA**

62
63
64
65
66

67 **MOTION** by James to approve the agenda/addenda as amended; seconded by
68 Langenheim. Item X-A1 was removed from the agenda. **Motion carried with unanimous
69 support.**

47 **PUBLIC PARTICIPATION**

48

49 Shirley Stillinger, Jerehme Bamberger, Lynn Branham, James Kilgore, and Chris Evans
50 spoke regarding the jail expansion project and request for proposals.

51

52 **COMMUNICATIONS**

53

54 Kurtz announced a large Wind Farm Corporation was interested in a Northwest area of
55 Champaign County for future Wind Farm development in the next 2 to 3 years.

56

57 **FINANCE**

58 **Presentation and Report by the Champaign County Convention & Visitors Bureau**

59

60 Jayne DeLuce, President and CEO of the CCCVB, talked about the importance of
61 tourism in Champaign County, the current year's highlights and upcoming events. She stated the
62 tourism industry provided 2,500 jobs; \$58 million in travel-generated payroll; \$4.5 million in local
63 travel-generated tax revenues; \$266 million in direct spending by visitors on food, entertainment,
64 transportation, and shopping; 5.9% total increase in direct visitor spending over last year; and a
65 7% increase in hotel occupancy over last year for Champaign County.

66

67 DeLuce said the CCCVB FY2012 highlights were the opening of the Champaign County
68 Welcome Center, the announcement of the Bloomington Gold Corvette Show for 2013, the Hot
69 Rod Power Tour on June 4, 2012, introduction of Savor the Flavor and packaged itineraries for
70 Blue, Brews, and Barbeque, hosted IHSA, the Shootout at the Hall, and the Marathon. The
71 CCCVB also increased performance reporting and worked on building their brand.

72

73 DeLuce said in FY2013 the CCCVB plans to work on event coordination with high
74 impact event organizers, provide a new high impact events calendar to restaurants, retail,
75 attractions, work on a stronger social media presence and increase efforts in the international
76 market, especially agritourism. As well as, increase efforts in arts & cultural tourism.

77

78 Kibler asked if there were any venues large enough to host technology conferences.
79 DeLuce said the largest available venue is Holiday Inn and the attraction of larger events to
80 Champaign County has been hampered by the lack of venue space larger than this. The
81 renovation of the Assembly Hall would help, but can be cost prohibitive. The CCCVB would
82 work with them on a pricing structure.

83

84 Petrie asked to see the data behind the facts presented by the CCCVB. DeLuce explained
85 the data was based on an Economic Impact Report on Illinois Counties produced by the U.S.
86 Travel Association.

87

88

89

90

91 Treasurer

92

93 **MOTION** by Jay to receive the May 2012 report and place on file; seconded by James.

94 **Motion carried with unanimous support.**

95

96 **MOTION** by Kibler to recommend County Board approval of resolution to authorize the
97 County Board Chair to cancel a mobile home certificate of purchase for permanent parcel no. 15-
98 025-0464; seconded by Esry. **Motion carried with unanimous support.**

99

100 Auditor

101

102 **MOTION** by Langenheim to receive the May 2012 report and place on file; seconded by
103 Esry. **Motion carried with unanimous support.**

104

105 Budget Amendments/Transfers

106

107 **MOTION** by Carter to recommend County Board approval of **Budget Amendment #12-**
108 **00027** for Fund/Dept: 105 Capital Asset Replacement Fund-051 Juvenile Detention Center with
109 increased appropriations of \$18,520 and no increased revenue, from Fund Balance for
110 replacement of DVR System at the Juvenile Detention Center; seconded by Anderson. **Motion**
111 **carried with unanimous support.**

112

113 **MOTION** by Moser to recommend County Board approval of **Budget Amendment #12-**
114 **00028** for Fund/Dept: 075 Regional Planning Commission-628 St. Joseph Comprehensive Plan
115 with increased appropriations of \$22,000 and increased revenue of \$22,000 to accommodate the
116 receipt of a technical service contract to create a comprehensive plan for the Village of St.
117 Joseph; seconded by Weibel. **Motion carried with unanimous support.**

118

119 **MOTION** by Michaels to recommend County Board approval of **Budget Amendment**
120 **#12-00029** for Fund/Dept: 080 General Corporate-042 Coroner with increased appropriations of
121 \$2,600 and increased revenue of \$2,600 for salary stipend paid by the State to a County Official;
122 seconded by James. **Motion carried with unanimous support.**

123

124 **MOTION** by James to recommend County Board approval of **Budget Amendment #12-**
125 **00018** for Fund/Dept: 080 General Corporate-040 Sheriff with increased appropriations of
126 \$3,900 and increased revenue of \$3,900 for FY2012 salary stipend from the State of Illinois;
127 seconded by Kibler. **Motion carried with unanimous support.**

128

129 Nursing Home Board of Directors

130 Request for Approval of Amendment to Management Performance Associates Contract

131

132 **MOTION** by James to recommend County Board approval of the amendment to the
133 Management Performance Contract for CCNH compliance program; seconded by Anderson.

134

135 Kibler asked why items in this contract amendment were not already in place and
136 managed by the nursing home staff, as well as, why the Board was approached at this time to
137 implement a compliance program. Scott Gima, MPA, explained the original guidelines published
138 in March 2003 only contained recommendations and these compliances were not a requirement.
139 Since the enactment of Affordable Care Act, Corporate Compliance is now mandated if the law
140 remains in place. Gima said they were waiting to see what the Supreme Court ruling would be.
141 He continued that if the Act was thrown out, experts in the industry say there would be additional
142 legislation to ensure the mandate continues with the same effective date of March 2013.

143

144 Gima said MPA had tried using staff at a DeKalb nursing home to manage their
145 Corporate Compliance Program and they quickly realized the level of knowledge required was
146 beyond any of the nursing home employees. MPA decided to hire an attorney with a health care
147 law background to put together a Corporate Compliance Program to offer to their County
148 Nursing Home clients.

149

150 O'Shaunessy explained CCNH had their own compliance processes in place, however the
151 scope and scale of what is being asked for in this Act would be impossible for staff to manage on
152 their own. She emphasized that this was a very demanding program that would be monitored.

153

154 Moser said the Board should wait until a decision was made to see what they are dealing
155 with before they sign a contract. James agreed with Moser, they should wait until they know for
156 sure what will be expected. He said regulations often change in jobs and staff needs to adapt. It is
157 part of the business.

158

159 Gima said the requirements for a Corporate Compliance Program are well known. He
160 explained what is changing is that in March 2013, the requirements will be federally mandated.
161 He explained under the current requirements for a background check they check with the State
162 Police. Gima said under Corporate Compliance they will be required to review the GSA list and
163 the OIG Excluded Provider list. Under Corporate Compliance, it is recommended that these lists
164 be checked monthly. He explained this means all CCNH employees and vendors associated with
165 CCNH would need to be checked against these lists on a monthly basis. This is only one layer of
166 additional duties. Gima explained the biggest issue is finding someone in-house who can absorb
167 these duties in addition to their already full schedule. He said this is why MPA created a
168 Corporate Compliance Program to offer to clients.

169

170 Ammons entered the meeting at 6:57 p.m.

171

172 James stated that if we have staff, even though they are doing other duties, they should be
173 trained so that if MPA no longer performed oversight, the program could continue. O'Shaunessy
174 said there is not enough time in the day to fill out all the forms and perform the required
175 oversight. She added that CCNH staff already has full workloads. Alix understood that this was
176 additional work but would like to know what other nursing homes are doing. He explained the
177 Nursing Home Board of Directors needs to present research to validate the cost.

178

179 O'Shaunessy said she checked around and found some law firms that offer this type of
180 service, but she did not determine their fee. She felt MPA offered services that are more
181 inclusive. Michaels said it seemed to her that many items should be standard operating procedure
182 and there should be some kind of internal compliance checking already in place. She felt they
183 could build upon what is already there and combine it.

184
185 Gima explained currently they did things informally and there was no standard process.
186 He said they have quarterly meetings and review everything. Gima said the Corporate
187 Compliance Program takes a sample of all CCNH operations to make sure all federal and state
188 standards are met. He explained that MPA would work in conjunction with the CCNH staff to
189 enforce the Compliance Program, so staff would learn and understand the program.

190
191 Petrie wanted to know what the National Association of Nursing Homes and the Illinois
192 Association of County Nursing Homes take on the Corporate Compliance Program requirement
193 and what their recommended steps of action were.

194
195 Maxwell exited the meeting at 7:10 p.m.

196
197 Holderfield asked if penalties were assessed for non-compliance what they would be.
198 Gima explained he had asked for a Fee Schedule and at this time, there is not one available. He
199 understood that penalties and fees could be triple the damages if the entity does not have a
200 Corporate Compliance Program. Gima said if a CCP is in place then theoretically, the fees and
201 penalties would only be double the damages.

202
203 Gima said one example of fines and penalties charged was a case in which CVS
204 Pharmacy failed to perform the GSA and OIG database check on a pharmacist and had to refund
205 the federal government all the Medicare bills plus damages for the period of time this person was
206 employed until it was discovered. They were assessed just under \$1 million for less than a year
207 of claims submitted.

208
209 Ammons was concerned that they did not receive anything in writing from the Nursing
210 Home Board of Directors that gives a clear picture of what the CCNH Administrator is doing to
211 comply. She was very unclear as to why CCNH was not already doing this and why County
212 Board should pay more to have it done. Ammons would not support the amendment to the
213 contract.

214
215 Kibler said it is a matter of quality of care and the Nursing Home Administrator should
216 be the compliance expert. He said he had asked other entities what they were doing and no entity
217 he spoke with is going to an outside firm. Kibler said one is waiting on the Supreme Court
218 ruling, a second is handling it internally, and a third plans to send an employee for training to
219 train the rest of the staff.

220

221 **MOTION** by Kibler to defer the request for amendment to the Management Performance
222 Associates contract with the County for management of the CCNH until the August meeting of
223 the Finance Committee of the Whole; seconded by Carter.

224

225 Weibel asked if there would be any consequences if the County Board waited until
226 August. Gima stated that if the compliance remains and is not thrown out they would still be
227 faced with the March 2013 deadline. If it is thrown out, experts are of the opinion that there will
228 be another legislative mandate and it would enforce the March 2013 deadline. Kurtz supported
229 the motion to defer. **Motion to defer carried with unanimous support.**

230

231 County Administrator

232

233 **MOTION** by Jay to receive the General Corporate Fund FY2012 and the Budget Change
234 reports and place them on file: seconded by Jay. **Motion carried with unanimous support.**

235

236 There was no other business or Chair's report.

237

238 Designation of Items to be Placed on County Board Consent Agenda

239

240 Items B2 and D1-4 were designated for the County Board Consent Agenda.

241

242 **HIGHWAY & TRANSPORTATION**

243 County & Township Motor Fuel Tax Claims – May 2012

244

245 **MOTION** by Carter to approve the County & Township Motor Fuel Tax Claims of May
246 2012; seconded by Rosales. **Motion carried with unanimous support.**

247

248 Petitions – Tolono, Sadorus, and Compromise Road Districts

249

250 **OMNIBUS MOTION** by Michaels to recommend County Board approval of resolutions
251 for petitions from the Tolono, Sadorus, and Compromise Road Districts requesting appropriation
252 of funds from the County Bridge Fund pursuant to 605 ILCS 5/5-501; seconded by Carter.

253

254 Petrie asked for the status of the balance in the County Bridge Fund. Blue explained there
255 was a significant amount of money. He said currently there were no large projects other than the
256 emergency Kirby Avenue project, so they were concentrating on the smaller ones that the
257 townships really need. **Motion carried with unanimous support.**

258

259 Striping Bid Resolution & Bid Tabulation

260

261 Blue explained that although the vendor America's Parking Remarketing came in with the
262 lower bid, he would prefer to use the vendor Varsity Striping. Blue explained they had
263 unfavorable experiences with America's Parking Remarketing in the past. Blue said he had used
264 Varsity Striping in the past as well and their performance was good.

265 Kibler exited the meeting at 7:30 p.m.

266

267 **MOTION** by James to recommend County Board approval of a resolution awarding the
268 contract for 2012 pavement striping of various County Highways, section 12-00000-01-GM to
269 Varsity Striping with a bid of \$119,377.68; seconded by Berkson. **Motion carried with a roll**
270 **call vote of 21-3.** McGinty, Michaels, Mitchell, Moser, O'Connor, Petrie, Quisenberry,
271 Richards, Rosales, Schroeder, Weibel, Alix, Ammons, Anderson, Bensyl, Berkson, Esry,
272 Holderfield, James, Jay, and Kurtz voted in favor of the motion. Langenheim, Betz, and Carter
273 voted against it.

274

275 2012 National Association of County Engineers Conference Report

276

277 Blue said he attended the 2012 NACE Conference in Lexington, Kentucky. There were
278 over 120 vendors and 1,000 County Engineers and Consultants. Blue stated the conference
279 provided an abundance of information regarding roadway safety, which would assist him on
280 future work on highway safety improvement projects, particularly on the Dewey-Fisher Road.

281

282 Follow-up Report on Kirby Avenue Quotes

283

284 Blue said the emergency Kirby Avenue bridge replacement quotes all came in under
285 \$100,000.

286

287 Resolution of Contract Award Authority – CHS. 8 & 30

288

289 Blue explained that IDOT staff is under-going many employee changes due to retirement.
290 In order to keep his project on schedule Blue requested that the County Board award contract
291 authority to him.

292

293 **MOTION** by McGinty to recommend County Board approval for a resolution
294 authorizing contract award authority to the County Engineer; seconded by Langenheim. Petrie
295 asked if there were any sunset clause in the resolution. Blue wanted to move on the work this
296 summer. **MOTION to amend** by Petrie to add a closing date on the County Engineer's contract
297 award authority of September 1, 2012; seconded by Ammons. **Motion to amend failed with a**
298 **roll call vote of 12-12.** Langenheim, McGinty, Michaels, Mitchell, Petrie, Quisenberry,
299 Richards, Rosales, Ammons, Betz, Carter, and James voted in favor of the motion to amend.
300 Moser, O'Connor, Schroeder, Weibel, Alix, Anderson, Bensyl, Berkson, Esry, Holderfield, Jay,
301 and Kurtz voted against it. **Original motion carried.**

302

303 There was no other business or Chair's report.

304

305 Designation of Items to be Placed on the County Board Consent Agenda

306

307 Items B, C, and D were designated for the County Board Consent Agenda.

308

309 **JUSTICE & SOCIAL SERVICES**

310 **Monthly Reports**

311

312 **OMNIBUS MOTION** by James to receive the Animal Control-April 2012, Emergency
313 Management Agency-April 2012, and Probation & Court Services 2012 First Quarter Report and
314 place them on file; seconded by Rosales. Petrie asked when an Open House for County Board
315 Members at the Emergency Management Agency would take place. Richards would contact the
316 EMA Director, John Carlson. **Motion carried with unanimous support.**

317

318 **Chair's Report**

319

320 Richards said the Citizens Advisory Committee on Jury Selection continues to run radio
321 ads on WBCP to promote jury service. Richards said the Community Justice Task Force had an
322 opportunity to perform a walk-through of the downtown jail at their last meeting. He said the
323 Task Force was looking at current and other possible programming.

324

325 **POLICY, PERSONNEL, & APPOINTMENTS**

326 **Appointments/Reappointments**

327

328 **OMNIBUS MOTION** by Weibel to recommend County Board approval of the
329 following appointments to their respective cemetery associations, terms ending 6/30/2018:
330 Bailey Cemetery Association-Brenda Dismon; Craw Cemetery Association-John Hadden,
331 Kenneth Bialeschki, Bill Payne, James Reifsteck, and Carolyn Gonzalez; Locust Grove
332 Cemetery Association-Frances Lafenhagen, Robert Grove; Mount Olive Cemetery Association-
333 Betty Logue, Paul Routh; Yearsley Cemetery Association-David Waters, Kyle Windler; and
334 Stearns Cemetery Association-William McMahon; seconded by Esry. **Motion carried with**
335 **unanimous support.**

336

337 **MOTION** by Weibel to recommend County Board approval for the appointment of Dr.
338 Krista Jones to the Champaign County Board of Health, Term Ending 6/30/15; seconded by
339 James. **Motion carried with unanimous support.**

340

341 **MOTION** by Weibel to recommend County Board approval for the appointment of Carl
342 Park to the Kerr & Compromise Drainage District for the unexpired term ending 8/31/13;
343 seconded by Moser. **Motion carried with unanimous support.**

344

345 Kibler re-entered the meeting at 7:45 p.m.

346

347 **County Clerk**

348

349 **MOTION** by Kibler to receive the May 2012 monthly report and place on file; seconded
350 by James. **Motion carried with unanimous support.**

351

352 **MOTION** by Alix to receive the Semi-Annual Report and place on file; seconded by
353 Holderfield. **Motion carried with unanimous support.**

354
355 Update on Plan for Early Voting/Off-Site Locations

356
357 Hulten explained they wanted to offer early voting at off-site locations utilizing existing
358 equipment. Hulten said they planned to conduct early voting at eight locations in Champaign
359 County. This would greatly expand voters' choices in the timing, location, and method of voting.
360 Hulten said post-election they would evaluate the process and make any necessary improvements
361 and/or adjustments for future early voting.

362
363 County Administrator

364
365 **MOTION** by Quisenberry to receive the May 2012 report and place on file; seconded by
366 James. **Motion carried with unanimous support.**

367
368 Other Business

369 Electric Aggregation Opt-Out Program for Residential & Small Commercial Retail Customers –
370 Referendum/Ballot Question

371
372 **MOTION** by James to place the question “Shall the Champaign County Board have the
373 authority to arrange for the supply of electricity for its residential and small commercial retail
374 customers who have not opted out of such a program?” on the November 2012 ballot; seconded
375 by Berkson. Kurtz abstained due to a conflict of interest. **Motion carried.**

376
377 Proposal Overview by Good Energy

378
379 Charles de Casteja, Managing Partner of Good Energy, gave a brief description of the
380 energy consulting services their company offers. Recently they have been involved with 50
381 municipalities in the Peoria area. They put together a buying group and they were able to
382 purchase their electricity for approximately four cents, which represents a savings of about 25 -
383 35 percent. He explained they were a national consulting firm. The Professional Energy
384 Consulting Services Agreement includes:

- 385
- 386 • electricity residential opt-out consulting services
 - 387 • marketing services for opt-out electricity aggregation program and associates costs to
 - 388 perform awareness campaign
 - 389 • coordinating efforts with the Illinois Commerce Commission
 - 390 • attend public hearings with the City and other municipal partners
 - 391 • bid creation and execution with multiple electricity suppliers with final selection made by
 - 392 Champaign County
 - 393 • negotiate fees for the County with the winning suppliers in an amount equal to or greater
 - 394 than the rate negotiated for Good Energy
 - 395 • after purchase program delivery and on-going daily monitoring

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Anderson asked if everyone in Champaign County would vote on the ballot question. Busey confirmed this because the County Clerk cannot separate the question. Weibel felt it was a good opportunity because the public will have a choice.

MOTION by James to recommend County Board approval of the Professional Energy Consulting Services Agreement with Good Energy; seconded by Weibel. Weibel asked the consultant to explain how the County could earn potential revenue. Mr. de Casteja explained that Good Energy earns .00075 per kWh. The County can choose to charge an administrative fee of 1/10th of one penny per kWh. He added that most municipalities have done this. Kurtz abstained due to a conflict of interest. **Motion carried.**

There was no other business or Chair's Report.

Designation of Items to be Placed on the County Board Consent Agenda

Items A1-6, A9, A11, and E1 were designated for the County Board Consent Agenda.

McGinty exited the meeting at 8:55 p.m.

COUNTY FACILITIES

RFP 2012-003 Needs Assessment Study for Champaign County Corrections –
Determination of Top-Ranked Firms for Presentations to County Board

MOTION by Alix with regard to RFP 2012-003 to select the top three finalists as ranked by the Jail Assessment Project Planning Team and ask these firms to provide presentations in an open meeting on June 26 and have the final award decision be made at the July 10, 2012 Special Committee of the Whole meeting; seconded by Jay.

MOTION by Ammons to separate the previous motion for separate discussion; seconded by Berkson. **Motion carried.**

MOTION to amend by Petrie to select the top five finalists based on the ranking for presentations on June 26; seconded by Ammons. Alix said he could not find five, which were acceptable to him. Quisenberry felt five was too many and they should go with the top three as ranked by the Jail Assessment Project Planning Team. Discussion followed.

Moser said five is too many and three makes a long night and it would be hard to come away with a clear perception of any of them. Kibler asked for input from Sheriff Walsh regarding his evaluation of the RFP responses. Walsh said as he read the RFPs he did not feel there were large differences except for a couple which were not acceptable to him. He explained he then went back through and began to score them based on the individual criteria. Walsh felt that it would be difficult to differentiate between five presentations.

440 Ammons agreed there was little difference between most of them. However, the only
441 company in her opinion, which did not have a conflict of interest, was ILPP because they were a
442 consulting firm only and not a builder. She explained that she also scored them based on the
443 large volume of jails they built. She continued that many did not address the over arching issue
444 of a complete analysis of the Criminal Justice System. Ammons was concerned because Kimme
445 and Associates had been ranked so much higher than the rest.

446
447 Jay stated three firms were plenty for the County Board to hear presentations from and
448 make a decision and five was too many. Alix said he was disappointed by a couple of the RFPs
449 because they did not address public involvement, such as the Community Justice Task Force. He
450 said a couple were not aware of the any details particular to Champaign County and referred to
451 some items that were not an issue. Alix said of the three highest ranked, he appreciated that
452 Kimme and Associates proposed dealing with general-purpose architect and engineering firms.
453 He felt Kimme and Associates was the least facility specific of the three top ranked firms. Alix
454 said DLZ seemed very design oriented and JSG provided a good summary of alternatives and
455 various experts on the firm's project team.

456
457 Petrie said she reviewed the proposals based on how they would deal with community
458 input, the staff make-up, the time-lines, and other completed jobs. She felt there was only one,
459 which was not typical, and that was ILPP. Petrie was concerned with the evaluation set-up and
460 she was concerned with the differences in scores between Kimme and Associates and the others.

461
462 Anderson said Kimme and Associates was one of her top three choices. She also liked
463 ILPP. Betz was impressed with ILPP. He had some previous experience with them and they did
464 have some degree of independence.

465
466 **MOTION** by Kurtz to select Kimme and Associates, DLZ, JSG, as well as ILPP to make
467 presentations to the County Board on June 26; seconded by Quisenberry.

468
469 **MOTION to amend** by Ammons that once the firms are identified the County Board
470 members should have access to these packets prior to the presentations. This was considered a
471 friendly amendment.

472
473 **MOTION** by Kurtz to select Kimme and Associates, DLZ, JSG, as well as ILPP to make
474 presentations to the County Board on June 26 and provide access to these four proposals to all
475 County Board members in advance; seconded by Quisenberry. Discussion followed. **Motion**
476 **carried.**

477
478 Moser and Holderfield exited the meeting at 9:45 p.m.

479
480 **MOTION** by Alix that final award decision be made at the July 10, 2012 Special County
481 Board meeting and conduct other Committee of the Whole business as needed; seconded by Jay.
482 Ammons would not support the motion. Petrie asked when the sealed cost proposals could be
483 opened and revealed to the County Board. Busey explained once the County Board determines

484 which of the top ranked firms to be interviewed are the cost estimates can be opened. Busey
485 added background checks would also be performed and revealed to the County Board by the
486 26th. Quisenberry preferred that the presentations be discussed at the July 10 Committee of the
487 Whole and then sent on to the Full County Board on July 19.

488
489 **MOTION to amend** by Quisenberry to address the potential vendor selection for RFP
490 2012-003 at a Committee of the Whole meeting on July 10 and then forward the
491 recommendation on to the full County Board meeting on July 19th and add Budget Amendment
492 to be approved at the full County Board to accommodate payment for selected vendor; seconded
493 by Berkson. **Motion carried.**

494

495 **Original motion by Alix carried as amended.**

496

497 Petrie wanted there to be a set of questions to be asked of each consulting firm and then
498 an open session of Q and A. **MOTION** by Ammons to add a member of the Community Justice
499 Task Force other than the Chair, Michael Richards, to the interview process; seconded by Petrie.
500 Discussion followed. **Motion failed.**

501

502 **OTHER BUSINESS**

503 **Closed Session**

504

505 **MOTION** by Alix to enter into Closed Session pursuant to 5 ILCS 120/2©11 to consider
506 litigation which is probable or imminent against Champaign County and further moved that the
507 following individuals remain present: the County's legal counsel, County Administrator and
508 Recording Secretary; seconded by Mitchell. **Motion carried 20-2.** Langenheim, Michaels,
509 Mitchell, O'Connor, Petrie, Quisenberry, Richards, Rosales, Weibel, Alix, Ammons, Anderson,
510 Bensyl, Berkson, Betz, Carter, Esry, Jay, Kibler, and Kurtz voted in favor of the motion.
511 Schroeder and James voted against it. The meeting entered into closed session at 10:06 p.m.

512

513 The meeting returned to open session and adjourned at 10:23 p.m.

514

515 Respectfully submitted,

516

517

518 Kay Rhodes

519 Administrative Assistant

520

521 *Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*

RESOLUTION



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

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

MH PARK:
VIN: 0IL23117
YR/SQ FT: 1984 / 924

PERMANENT PARCEL NUMBER: 03-002-0094

As described in certificate(s): 18 sold on October 28, 2009

Commonly known as: 4809 WINDSOR RD #D17

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Lori L Lund, has paid \$1,222.08 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Budget & Finance Committee and at the same time it having been determined that the County shall receive \$659.17 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$45.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the agent for his services.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of \$659.17 to be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SURRENDER

07-12-001

RESOLUTION



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

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

MH PARK:
VIN: GC240243KAUXX2803
YR/SQ FT: 1972 / 864

PERMANENT PARCEL NUMBER: 01-900-0012

As described in certificate(s): 1 sold on October 28, 2009

Commonly known as: 203 N ELM

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Joshua & Rhonda Jones, has paid \$1,235.64 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Budget & Finance Committee and at the same time it having been determined that the County shall receive \$679.21 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$45.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the agent for his services.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described mobile home for the sum of \$679.21 to be paid to the Treasurer of Champaign County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SURRENDER

07-12-002

RESOLUTION



**RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO ASSIGN
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE**

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

AND WHEREAS, pursuant to this program the County of Champaign, as Trustee for the Taxing Districts, has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

11 ANGELA FISHER

PERMANENT PARCEL NUMBER: 02-001-0011

As described in certificate(s) : 2 sold October 2009

AND WHEREAS, pursuant to public auction sale, Ronald E. Shepherd, Purchaser(s), has/have deposited the total sum of \$725.00 for the purchase of the said Certificate of Purchase and has/have requested that the County of Champaign assign to said Purchaser(s) the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$280.00 as a return for its certificate(s) of Purchase. The County Clerk shall receive \$0.00 for cancellation of certificate(s) and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$95.00 for issuance of the Tax Certificate Title to said Purchaser(s); and the remainder shall be the sums due the Tax Agent for his services;

AND WHEREAS, it appears to the Budget & Finance Committee that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser(s) in exchange for the aforesaid payment;

NOW THEREFORE BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the County Board Chair is authorized to assign the abovesaid Tax Sale Certificate of Purchase as to the above described mobile home in exchange for payment to the Treasurer of Champaign County, Illinois, of the sum of \$280.00, which shall be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED and RECORDED this _____ day of _____,

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

08-12-010

RECEIVED
JUL 31 2012
C. C. TREAS. OFF.



**RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO ASSIGN
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE**

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

AND WHEREAS, pursuant to this program the County of Champaign, as Trustee for the Taxing Districts, has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

29 STANLEY

PERMANENT PARCEL NUMBER: 02-001-0029

As described in certificates(s) : 5 sold October 2009

AND WHEREAS, pursuant to public auction sale, Ronald E. Shepherd, Purchaser(s), has/have deposited the total sum of \$850.00 for the purchase of the said Certificate of Purchase and has/have requested that the County of Champaign assign to said Purchaser(s) the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$405.00 as a return for its certificates(s) of Purchase. The County Clerk shall receive \$0.00 for cancellation of certificate(s) and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$95.00 for issuance of the Tax Certificate Title to said Purchaser(s); and the remainder shall be the sums due the Tax Agent for his services;

AND WHEREAS, it appears to the Budget & Finance Committee that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser(s) in exchange for the aforesaid payment;

NOW THEREFORE BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the County Board Chair is authorized to assign the abovesaid Tax Sale Certificate of Purchase as to the above described mobile home in exchange for payment to the Treasurer of Champaign County, Illinois, of the sum of \$405.00, which shall be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED and RECORDED this _____ day of _____,

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

RECEIVED

JUL 31 2012

C. C. TREAS. OFF.



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

RANTOUL TOWNSHIP

PERMANENT PARCEL NUMBER: 20-09-02-252-001

As described in certificates(s) : 318 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Jenny B Artis, has bid \$700.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$325.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$700.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$325.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED

08-12-003

JUL 31 2012

C. C. TREAS. OFF.



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

RANTOUL TOWNSHIP

PERMANENT PARCEL NUMBER: 20-10-07-100-003

As described in certificate(s) : 355 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Robert W Gilliland, has bid \$3,000.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$2,231.25 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$3,000.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$2,231.25 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

08-12-004

RECEIVED

JUL 31 2012

C. C. TREAS. OFF.



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

RAYMOND TOWNSHIP

PERMANENT PARCEL NUMBER: 21-34-33-430-011

As described in certificates(s) : 361 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Village of Longview, has bid \$1,001.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$626.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,001.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$626.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED

08-12-002

JUL 31 2012

C. C. TREAS. OFF.



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

RAYMOND TOWNSHIP

PERMANENT PARCEL NUMBER: 21-34-34-305-010

As described in certificates(s) : 367 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Rodger Ocheltree, has bid \$625.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$250.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$625.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$250.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED

08-12-005

JUL 31 2012

C. C. TREAS. OFF.



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

RAYMOND TOWNSHIP

PERMANENT PARCEL NUMBER: 21-34-34-308-013

As described in certificates(s) : 372 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Rodger Ocheltree, has bid \$751.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$376.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$751.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$376.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED

08-12-006

JUL 31 2012

C. C. TREAS. OFF.



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

CITY OF CHAMPAIGN TOWNSHIP

PERMANENT PARCEL NUMBER: 46-21-06-356-004

As described in certificates(s) : 897 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Charles Goad, has bid \$1,000.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$625.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,000.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$625.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED
JUL 31 2012
C. C. TREAS. OFF.

08-12-008



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

CUNNINGHAM TOWNSHIP

PERMANENT PARCEL NUMBER: 92-21-16-182-004

As described in certificates(s) : 1020 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Tom Keping Zheng, has bid \$800.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$425.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$800.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$425.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED
JUL 31 2012
C. C. TREAS. OFF.

08-12-009



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

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

SIDNEY TOWNSHIP

PERMANENT PARCEL NUMBER: 24-28-16-206-021

As described in certificates(s) : 428 sold October 2009

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Kitchen Trends Inc., has bid \$1,010.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid \$635.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$25.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,010.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$635.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____, _____

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RECEIVED

08-12-007

JUL 31 2012

C. C. TREAS. OFF.

CHAMPAIGN COUNTY

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	F Y 2 0 1 1				F Y 2 0 1 2					
		-BUDGET-		ACTUALS		BEGINNING (12/01/11)	-BUDGET-		ACTUALS		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		CURRENT MONTH	CHANGE	YEAR-TO DATE	YTD %	
074	2003 NURS HM BOND DBT SRV										
	REVENUE	6,232,737	599,200	6,228,809	100	1,471,363	1,471,363	0	401,958	763,551	52
	EXPENDITURE	6,200,768	1,075,942	6,089,431	98	1,625,258	1,625,258	0	993,891	1,350,976	83
075	REGIONAL PLANNING COMM										
	REVENUE	15,287,304	908,397	11,032,025	72	12,721,628	12,848,843	127,215	710,845	6,240,801	49
	EXPENDITURE	16,227,104	759,737	10,878,683	67	14,065,165	14,192,380	127,215	1,271,989	6,695,852	47
076	TORT IMMUNITY TAX FUND										
	REVENUE	1,118,682	415,113	1,116,592	100	1,147,135	1,147,135	0	315,198	601,712	52
	EXPENDITURE	1,502,000	59,284	1,444,791	96	1,495,040	1,495,040	0	58,956	565,064	38

CHAMPAIGN COUNTY
AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

PAGE 2

FUND	NAME	F Y 2 0 1 1			F Y 2 0 1 2						
		BUDGET-FINAL	CURRENT MONTH	ACTUALS YEAR-TO-DATE	BEGINNING DATE (12/01/11)	BUDGET-CURRENT (AS OF 6/30/12)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO-DATE		
				YTD %				YTD %			
080	GENERAL CORPORATE										
010	COUNTY BOARD	336,968	32,427	310,456	92	313,750	313,750	0	2,367	166,102	53
	REVENUE	271,833	15,790	268,806	99	290,151	304,151	14,000	26,174	179,156	59
	EXPENDITURE										
013	DEBT SERVICE	710,688	105,556	403,209	57	708,708	708,708	0	102,137	270,067	38
	REVENUE	403,261	47,158	401,526	100	401,437	401,437	0	0	284,919	71
	EXPENDITURE										
016	ADMINISTRATIVE SERVICES	144,426	5,386	56,397	39	83,220	83,220	0	1,597	16,454	20
	REVENUE	1,011,941	78,134	975,286	96	613,248	570,801	42,447	35,570	321,453	56
	EXPENDITURE										
017	COOPERATIVE EXTENSION SRV	399,056	148,537	398,945	100	408,991	408,991	0	112,456	214,681	52
	REVENUE	399,056	206,787	398,766	100	408,991	408,991	0	102,225	102,404	25
	EXPENDITURE										
020	AUDITOR	111,504	0	157,207	141	102,600	102,628	28	0	2,628	3
	REVENUE	326,688	26,592	324,871	99	336,757	337,630	873	38,816	191,963	57
	EXPENDITURE										
021	BOARD OF REVIEW	0	0	0	99	117,567	117,567	0	0	0	57
	REVENUE	122,317	8,069	121,320	99	117,567	117,567	0	15,393	67,335	57
	EXPENDITURE										
022	COUNTY CLERK	275,462	17,013	338,335	123	302,330	302,330	0	23,362	110,466	37
	REVENUE	847,550	48,625	814,307	96	961,264	967,807	6,543	80,549	482,679	50
	EXPENDITURE										
023	RECORDER	1,484,928	134,148	1,522,730	103	1,425,703	1,875,703	450,000	174,502	965,653	51
	REVENUE	916,331	31,902	909,236	99	864,951	1,166,641	301,690	165,740	728,187	62
	EXPENDITURE										
025	SUPERVISOR OF ASSESSMENT	42,675	0	62,112	146	35,293	37,093	1,800	2,819	19,873	54
	REVENUE	411,093	24,058	378,382	92	353,768	358,005	4,237	37,077	190,351	53
	EXPENDITURE										
026	COUNTY TREASURER	764,950	8,175	707,053	92	713,100	713,100	0	65,673	93,262	13
	REVENUE	253,367	18,032	252,902	100	258,101	260,086	1,985	38,938	149,019	57
	EXPENDITURE										
028	INFORMATION TECHNOLOGY	0	0	94,023	N.A.	107,586	107,586	0	325	2,602	2
	REVENUE	401,317	30,257	385,179	96	803,111	845,558	42,447	82,409	441,114	52
	EXPENDITURE										
030	CIRCUIT CLERK	2,112,645	153,625	1,968,722	93	2,024,500	2,024,500	0	170,894	920,809	45
	REVENUE	1,114,804	85,629	1,090,988	98	1,091,741	1,095,557	3,816	116,583	589,597	54
	EXPENDITURE										
031	CIRCUIT COURT	1,000	0	328	33	0	0	0	50	70	N.A.
	REVENUE	1,030,427	75,980	1,026,101	100	1,039,084	1,042,015	2,931	92,036	619,592	59
	EXPENDITURE										

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 6/30/12)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
032	JURY COMMISSION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	32,147	1,659	24,347	76	32,289	32,813	524	2,777	14,648	45
036	PUBLIC DEFENDER										
	REVENUE	127,358	13,152	215,518	169	235,289	235,289	0	33,087	146,275	62
	EXPENDITURE	997,362	76,538	988,407	99	1,045,091	1,046,309	1,218	119,282	579,857	55
040	SHERIFF										
	REVENUE	936,465	70,487	1,005,365	107	964,300	968,200	3,900	107,733	675,276	70
	EXPENDITURE	4,510,219	363,349	4,376,712	97	4,449,876	4,579,553	129,677	484,774	2,432,524	53
041	STATES ATTORNEY										
	REVENUE	1,469,978	73,591	1,249,391	85	1,433,808	1,433,808	0	92,000	757,031	53
	EXPENDITURE	2,060,516	151,209	2,041,115	99	2,085,798	2,112,993	27,195	258,754	1,209,142	57
042	CORONER										
	REVENUE	42,726	6,207	46,354	108	51,250	58,300	7,050	6,659	35,408	61
	EXPENDITURE	500,197	43,837	499,190	100	460,412	469,613	9,201	48,871	264,560	56
043	EMERGENCY MANAGEMENT AGCY										
	REVENUE	51,548	0	157,791	306	52,000	58,800	6,800	0	4,636	8
	EXPENDITURE	146,650	8,293	129,123	88	123,783	130,583	6,800	13,369	62,147	48
051	JUVENILE DETENTION CENTER										
	REVENUE	935,549	2,607	1,309,009	140	932,749	932,749	0	212,462	549,462	59
	EXPENDITURE	1,592,312	126,725	1,562,014	98	1,594,329	1,594,820	491	177,719	904,895	57
052	COURT SERVICES -PROBATION										
	REVENUE	477,232	0	634,412	133	477,232	477,232	0	112,812	244,575	51
	EXPENDITURE	1,418,905	106,668	1,396,318	98	1,421,419	1,422,834	1,415	156,163	782,225	55
057	DEPUTY SHERIFF MERIT COMM										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	22,672	2,963	21,666	96	20,025	20,025	0	2,476	9,786	49
071	PUBLIC PROPERTIES										
	REVENUE	1,615,593	165,692	1,769,973	110	1,315,676	1,315,676	0	175,815	613,021	47
	EXPENDITURE	2,897,517	242,994	2,815,823	97	2,919,840	2,931,082	11,242	290,209	1,582,787	54
075	GENERAL COUNTY										
	REVENUE	17,855,635	3,403,348	18,244,617	102	18,438,984	18,438,984	0	2,999,955	9,605,458	52
	EXPENDITURE	3,052,119	219,039	2,914,420	95	3,212,767	3,034,741	178,026-	214,346	1,681,275	55
077	ZONING AND ENFORCEMENT										
	REVENUE	59,025	8,432	56,643	96	170,700	170,700	0	1,812	173,375	102
	EXPENDITURE	346,153	20,515	296,127	86	336,077	336,077	0	36,520	183,516	55
124	REGIONAL OFFICE EDUCATION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	209,062	0	199,267	95	213,214	213,214	0	0	67,770	32

CHAMPAIGN COUNTY

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET-		ACTUALS		-BUDGET-			ACTUALS		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	CURRENT (AS OF 6/30/12)	CHANGE	CURRENT MONTH	YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
130	CIRC CLK SUPPORT ENFORCE										
	REVENUE	57,883	5,571	50,962	88	57,883	57,883	0	0	45,479	79
	EXPENDITURE	50,077	3,882	47,509	95	50,521	51,209	688	5,045	27,266	53
140	CORRECTIONAL CENTER										
	REVENUE	865,216	54,522	781,916	90	825,016	827,956	2,940	48,293	322,819	39
	EXPENDITURE	5,667,813	465,195	5,634,852	99	5,785,215	5,816,018	30,803	603,590	3,121,146	54
141	STS ATTY SUPPORT ENFORCE										
	REVENUE	371,261	25,912	341,321	92	371,024	371,024	0	27,970	169,894	46
	EXPENDITURE	379,084	29,289	351,305	93	369,356	371,026	1,670	32,691	193,407	52
TOTAL	GENERAL CORPORATE										
	REVENUE	31,249,771	25,912	31,882,790	102	31,551,692	32,024,210	472,518	4,474,780	16,125,376	50
	EXPENDITURE	31,392,790	29,289	30,645,865	98	31,660,183	32,039,156	378,973	3,278,096	17,464,720	55

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	FY 2011				FY 2012						
		-BUDGET-		ACTUALS		BEGINNING	BUDGET-	CHANGE	CURRENT	ACTUALS		YTD
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	(12/01/11)	AS OF 6/30/12)		MONTH	YEAR-TO DATE	%	
081	NURSING HOME											
	REVENUE	15,296,331	375,899	14,234,071	93	14,997,726	14,997,726	0	3,365,248	6,670,308	44	
	EXPENDITURE	15,796,464	1,274,302	14,219,895	90	14,522,511	14,522,511	0	1,488,922	8,113,993	56	
083	COUNTY HIGHWAY											
	REVENUE	2,771,924	761,013	2,476,351	89	2,647,044	2,647,044	0	579,912	1,423,664	54	
	EXPENDITURE	2,891,102	170,762	2,818,844	98	2,645,862	2,645,862	0	210,043	1,257,782	48	
084	COUNTY BRIDGE											
	REVENUE	1,058,646	368,519	1,132,453	107	1,067,174	1,067,174	0	279,380	540,516	51	
	EXPENDITURE	1,031,000	29,379	458,330	44	1,066,000	1,066,000	0	36,263	307,494	29	
085	COUNTY MOTOR FUEL TAX											
	REVENUE	2,721,643	185,356	2,846,127	105	2,827,876	2,827,876	0	179,156	1,015,100	36	
	EXPENDITURE	3,775,404	42,974	3,466,038	92	2,827,205	2,827,205	0	33,094	629,953	22	
088	ILL.MUNICIPAL RETIREMENT											
	REVENUE	4,883,414	1,285,761	4,711,298	96	4,839,122	4,839,122	0	969,535	2,467,952	51	
	EXPENDITURE	4,884,984	663,315	4,646,775	95	4,820,774	4,820,774	0	0	2,309,462	48	
089	COUNTY PUBLIC HEALTH FUND											
	REVENUE	1,304,310	358,278	1,285,544	99	1,317,053	1,317,053	0	284,268	773,204	59	
	EXPENDITURE	1,304,310	344,348	1,291,485	99	1,316,561	1,379,459	62,898	192,628	508,168	37	
090	MENTAL HEALTH											
	REVENUE	4,079,037	1,391,747	4,116,528	101	4,060,124	4,060,124	0	1,060,667	2,150,522	53	
	EXPENDITURE	4,079,037	527,883	3,943,061	97	4,060,124	4,060,124	0	581,457	2,198,444	54	
091	ANIMAL CONTROL											
	REVENUE	483,649	42,608	574,015	119	584,765	584,765	0	44,587	296,522	51	
	EXPENDITURE	530,109	44,445	509,893	96	579,741	579,741	0	60,931	304,665	53	
092	LAW LIBRARY											
	REVENUE	68,225	5,534	65,943	97	68,100	68,100	0	5,454	31,774	47	
	EXPENDITURE	84,256	4,242	83,486	99	74,282	74,282	0	5,309	38,695	52	
103	HWY FED AID MATCHING FUND											
	REVENUE	8,323	3,056	8,453	102	7,303	7,303	0	2,313	4,656	64	
	EXPENDITURE	0	0	0		0	0	0	0	0		
104	EARLY CHILDHOOD FUND											
	REVENUE	7,279,475	655,188	6,999,175	96	7,859,795	7,859,795	0	479,690	3,774,398	48	
	EXPENDITURE	7,275,125	544,684	6,425,494	88	7,779,740	7,779,740	0	621,281	3,871,457	50	
105	CAPITAL ASSET REPLCMT FND											
	REVENUE	273,511	23	201,978	74	243,290	243,290	0	34	10,338	4	
	EXPENDITURE	956,983	49,968	484,666	51	843,747	891,750	48,003	8,197	208,219	23	
106	PUBL SAFETY SALES TAX FND											
	REVENUE	4,512,403	367,999	4,538,937	101	4,508,507	4,508,507	0	383,838	2,406,334	53	
	EXPENDITURE	4,211,132	76,097	3,930,362	93	4,428,826	4,658,826	230,000	175,638	3,203,246	69	
107	GEOGRAPHIC INF SYSTM FUND											
	REVENUE	282,100	18,392	252,926	90	252,000	252,000	0	25,130	139,437	55	
	EXPENDITURE	316,162	44,376	311,004	98	272,860	272,860	0	17,854	139,979	51	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	FY 2 0 1 1				FY 2 0 1 2						
		-BUDGET-	CURRENT MONTH	ACTUALS		BEGINNING (12/01/11)	BUDGET-		CHANGE	ACTUALS-		
		FINAL		YEAR-TO DATE	YTD %		CURRENT (AS OF 6/30/12)	CURRENT MONTH		YEAR-TO DATE	YTD %	
108	DEVLPMNTL DISABILITY FUND											
	REVENUE	3,585,739	1,334,927	3,575,053	100	3,677,507	3,677,507	0	991,200	1,881,689	51	
	EXPENDITURE	3,588,739	551,790	3,550,078	99	3,675,382	3,675,382	0	560,896	2,061,400	56	
109	DELINQ PREVENTN GRNT FUND											
	REVENUE	203,116	2	203,220	100	203,116	203,116	0	0	0		
	EXPENDITURE	203,116	35,212	199,626	98	203,116	203,116	0	0	128,100	63	
188	SOCIAL SECURITY FUND											
	REVENUE	2,770,393	651,187	2,573,369	93	2,778,005	2,778,005	0	513,627	1,398,700	50	
	EXPENDITURE	2,766,542	201,153	2,596,306	94	2,774,005	2,774,005	0	203,848	1,371,424	49	
303	COURT COMPLEX CONSTR FUND											
	REVENUE	1,200	29	622	52	2,000	2,000	0	64	417	21	
	EXPENDITURE	0	0	0		100,000	163,200	63,200	0	145,361	89	
304	HIGHWAY FACILTY CONST FND											
	REVENUE	0	4	89		450	450	0	12	69	15	
	EXPENDITURE	0	0	0		0	0	0	0	0		
305	202 ART BARTELL BLDG CNST											
	REVENUE	2,200,200	22	2,004,881	91	250	250	0	32	202	81	
	EXPENDITURE	2,200,000	259,156	1,541,819	70	472,816	472,816	0	1,825	32,777	7	
350	HWY FACIL BOND DEBT SERV											
	REVENUE	199,663	47,160	199,968	100	202,995	202,995	0	2	101,424	50	
	EXPENDITURE	199,600	0	198,095	99	198,119	198,119	0	0	177,206	89	
474	RPC USDA REVOLVING LOANS											
	REVENUE	551,750	20	225		500,000	500,000	0	19	113		
	EXPENDITURE	115,000	0	333		110,000	110,000	0	0	0		
475	RPC ECON DEVELOPMNT LOANS											
	REVENUE	521,700	36,628	365,288	70	438,450	438,450	0	19,410	157,882	36	
	EXPENDITURE	525,000	8,898	155,984	30	438,000	438,000	0	7,547	58,045	13	
476	SELF-FUNDED INSURANCE											
	REVENUE	1,955,373	97,526	2,038,360	104	2,137,800	2,137,800	0	107,781	629,348	29	
	EXPENDITURE	1,890,762	36,061	1,429,723	76	1,912,613	1,912,613	0	26,775	869,875	45	
610	WORKING CASH FUND											
	REVENUE	1,700	17	383	23	400	400	0	20	200	50	
	EXPENDITURE	1,700	0	383	23	400	400	0	0	0		
611	COUNTY CLK SURCHARGE FUND											
	REVENUE	12,000	922	9,348	78	8,500	8,500	0	892	4,380	52	
	EXPENDITURE	12,000	922	9,348	78	8,500	8,500	0	892	4,380	52	
612	SHERIFF DRUG FORFEITURES											
	REVENUE	20,375	3	2,034	10	20,085	20,085	0	2	2,037	10	
	EXPENDITURE	28,333	0	22,302	79	30,280	30,280	0	8,571	21,740	72	
613	COURT'S AUTOMATION FUND											
	REVENUE	289,399	24,332	256,168	89	250,250	250,250	0	19,402	122,195	49	
	EXPENDITURE	387,495	14,166	383,552	99	347,373	347,373	0	15,062	227,670	66	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET-		ACTUALS		-BUDGET-			-ACTUALS-		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	CURRENT (AS OF 6/30/12)	CHANGE	CURRENT MONTH	YEAR-TO DATE	YTD %
614	RECORDER'S AUTOMATION FND										
	REVENUE	182,500	13,568	202,998	111	208,700	208,700	0	19,202	114,254	55
	EXPENDITURE	260,764	4,862	241,813	93	265,638	265,638	0	6,384	98,357	37
617	CHILD SUPPORT SERV FUND										
	REVENUE	52,500	4,931	42,246	80	600	600	0	26	494	82
	EXPENDITURE	150,240	1,464	48,306	32	102,435	102,435	0	8,274	36,572	36
618	PROBATION SERVICES FUND										
	REVENUE	363,500	33,347	424,916	117	401,500	414,500	13,000	38,851	275,470	66
	EXPENDITURE	431,404	21,165	428,377	99	468,075	481,075	13,000	19,902	328,903	68
619	TAX SALE AUTOMATION FUND										
	REVENUE	36,840	3,250	35,363	96	32,355	32,355	0	1,095	11,294	35
	EXPENDITURE	40,933	6,842	27,606	67	40,899	40,899	0	4,391	10,010	24
620	HEALTH-LIFE INSURANCE										
	REVENUE	5,640,158	431,943	5,118,854	91	5,128,766	5,128,766	0	436,426	3,061,124	60
	EXPENDITURE	5,640,158	427,368	5,111,453	91	5,128,738	5,128,738	0	440,234	3,028,655	59
621	STS ATTY DRUG FORFEITURES										
	REVENUE	55,000	12	59,968	109	27,040	27,040	0	1,342	11,804	44
	EXPENDITURE	65,100	56	64,307	99	27,000	27,000	0	571	931	3
627	PROPERTY TAX INT FEE FUND										
	REVENUE	61,000	2,165	71,278	117	60,120	60,120	0	65	1,457	2
	EXPENDITURE	60,100	0	60,100	100	60,120	60,120	0	0	11,439	19
628	ELECTN ASSIST/ACCESSIBLTY										
	REVENUE	100,000	0	37,972	38	168,339	168,339	0	0	2,373	1
	EXPENDITURE	100,000	0	37,963	38	168,339	168,339	0	0	2,370	1
629	COUNTY HISTORICAL FUND										
	REVENUE	25	0	1	4	10	10	0	0	501	5010
	EXPENDITURE	0	0	0		0	0	0	0	0	
630	CIR CLK OPERATION & ADMIN										
	REVENUE	84,300	6,743	104,865	124	120,100	120,100	0	10,322	82,949	69
	EXPENDITURE	88,145	0	80,347	91	120,000	120,000	0	0	0	
632	CIR CLK ELCTRNC CITATIONS										
	REVENUE	0	1,052	12,653		0	0	0	1,773	10,077	
	EXPENDITURE	0	0	0		0	0	0	0	0	
633	STS ATTY RECORDS AUTOMATN										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	0	0	0		0	0	0	0	0	
641	ACCESS INITIATIVE GRANT										
	REVENUE	1,078,424	2,536	904,860	84	1,502,531	1,569,225	66,694	25,014	342,946	22
	EXPENDITURE	1,466,464	86,831	1,257,730	86	1,502,531	2,002,531	500,000	125,729	647,782	32
658	JAIL COMMISSARY										
	REVENUE	26,000	2,829	28,516	110	26,000	26,000	0	4,263	27,233	105
	EXPENDITURE	24,950	1,117	22,201	89	26,000	26,000	0	1,714	9,788	38

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 6/30/12

FUND	NAME	FY 2 0 1 1				FY 2 0 1 2						
		-BUDGET-		ACTUALS		BEGINNING (12/01/11)	BUDGET-		CHANGE	ACTUALS		YTD %
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		CURRENT	AS OF 6/30/12		CURRENT MONTH	YEAR-TO DATE	
659	COUNTY JAIL MEDICAL COSTS											
	REVENUE	30,500	2,193	28,232	93	30,500	30,500	0	2,247	14,594	48	
	EXPENDITURE	46,016	0	46,016	100	46,016	46,016	0	0	0		
670	COUNTY CLK AUTOMATION FND											
	REVENUE	20,100	2,070	76,983	383	30,000	30,000	0	2,429	14,340	48	
	EXPENDITURE	109,937	7,577	79,053	72	33,525	33,525	0	2,943	20,721	62	
671	COURT DOCUMENT STORAGE FD											
	REVENUE	157,000	11,257	133,423	85	135,240	135,240	0	10,057	64,097	47	
	EXPENDITURE	278,348	10,739	167,755	60	220,685	220,685	0	15,562	80,003	36	
675	VICTIM ADVOCACY GRT-ICJIA											
	REVENUE	38,690	0	35,634	92	38,690	38,690	0	0	26,160	68	
	EXPENDITURE	35,768	2,674	35,801	100	36,078	36,078	0	4,131	20,311	56	
676	SOLID WASTE MANAGEMENT											
	REVENUE	1,700	3	1,318	78	1,600	1,600	0	4	1,736	109	
	EXPENDITURE	5,450	0	0		2,875	2,875	0	0	304	11	
677	JUV INTERVENTION SERVICES											
	REVENUE	50	1	13	26	15	15	0	0	0		
	EXPENDITURE	10,000	0	0		10,000	13,000	3,000	0	12,506	96	
679	CHILD ADVOCACY CENTER											
	REVENUE	218,621	8,755	165,659	76	191,903	191,903	0	10,424	108,774	57	
	EXPENDITURE	216,617	13,817	180,357	83	196,131	196,131	0	17,037	99,371	51	
681	JUV INF SHARING SYS GRANT											
	REVENUE	11,250	0	6,985	62	11,812	11,812	0	0	819	7	
	EXPENDITURE	11,250	0	7,276	65	11,812	11,812	0	0	848	7	
685	DRUG COURTS PROGRAM											
	REVENUE	21,500	1,526	21,836	102	21,535	121,535	100,000	2,554	40,364	33	
	EXPENDITURE	21,500	0	15,000	70	21,535	121,535	100,000	0	27,921	23	
850	GEOG INF SYS JOINT VENTUR											
	REVENUE	512,942	40,975	559,168	109	470,297	470,297	0	40,816	165,038	35	
	EXPENDITURE	512,053	39,295	496,459	97	469,770	469,770	0	38,571	297,204	63	
TOTAL ALL FUNDS	REVENUE	19,916,693	10,705,553	117,292,593	589	10,999,158	11,778,585	779,427	15,821,366	54,112,719	459	
	EXPENDITURE	23,952,214	7,606,224	112,653,889	470	13,312,685	14,838,974	1,526,289	10,545,408	59,000,143	398	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	F Y 2 0 1 1				F Y 2 0 1 2						
		-BUDGET-		ACTUALS		BEGINNING (12/01/11)	BUDGET		CHANGE	ACTUALS		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		CURRENT (AS OF 7/31/12)	CURRENT MONTH		YEAR-TO DATE	YTD %	
074	2003 NURS HM BOND DBT SRV											
	REVENUE	6,232,737	27,418	6,228,809	100	1,471,363	1,471,363	0	18,771	782,321	53	
	EXPENDITURE	6,200,768	188,081	6,089,431	98	1,625,258	1,625,258	0	273,181	1,624,158	100	
075	REGIONAL PLANNING COMM											
	REVENUE	15,287,304	564,983	11,032,025	72	12,721,628	12,848,843	127,215	1,320,846	7,561,645	59	
	EXPENDITURE	16,227,104	740,924	10,878,683	67	14,065,165	14,192,380	127,215	608,419	7,304,267	51	
076	TORT IMMUNITY TAX FUND											
	REVENUE	1,118,682	19,276	1,116,592	100	1,147,135	1,147,135	0	14,863	616,575	54	
	EXPENDITURE	1,502,000	109,971	1,444,791	96	1,495,040	1,495,040	0	160,344	725,408	49	

CHAMPAIGN COUNTY

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2 0 1 1				FY 2 0 1 2					
		-BUDGET-		ACTUALS		BEGINNING	BUDGET-		ACTUALS-		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	(12/01/11)	CURRENT (AS OF 7/31/12)	CHANGE	CURRENT MONTH	YEAR-TO DATE	YTD %
080	GENERAL CORPORATE										
010	COUNTY BOARD										
	REVENUE	336,968	85	310,456	92	313,750	313,750	0	74	166,176	53
	EXPENDITURE	271,833	22,706	268,806	99	290,151	304,151	14,000	14,208	193,365	64
013	DEBT SERVICE										
	REVENUE	710,688	33,602	403,209	57	708,708	708,708	0	33,586	303,654	43
	EXPENDITURE	403,261	71,954	401,526	100	401,437	401,437	0	68,551	353,471	88
016	ADMINISTRATIVE SERVICES										
	REVENUE	144,426	4,561	56,397	39	83,220	83,220	0	9,278	25,733	31
	EXPENDITURE	1,011,941	40,112	975,286	96	613,248	583,829	29,419-	125,848	447,300	77
017	COOPERATIVE EXTENSION SRV										
	REVENUE	399,056	6,896	398,945	100	408,991	408,991	0	5,303	219,984	54
	EXPENDITURE	399,056	0	398,766	100	408,991	408,991	0	117,759	220,163	54
020	AUDITOR										
	REVENUE	111,504	0	157,207	141	102,600	102,628	28	0	2,628	3
	EXPENDITURE	326,688	36,360	324,871	99	336,757	337,630	873	28,217	220,181	65
021	BOARD OF REVIEW										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	122,317	12,482	121,320	99	117,567	117,567	0	9,525	76,858	65
022	COUNTY CLERK										
	REVENUE	275,462	22,890	338,335	123	302,330	302,330	0	44,855	155,321	51
	EXPENDITURE	847,550	80,529	814,307	96	961,264	967,807	6,543	49,731	532,408	55
023	RECORDER										
	REVENUE	1,484,928	130,855	1,522,730	103	1,425,703	1,875,703	450,000	198,438	1,164,090	62
	EXPENDITURE	916,331	164,869	909,236	99	864,951	1,166,641	301,690	37,343	765,531	66
025	SUPERVISOR OF ASSESSMENT										
	REVENUE	42,675	0	62,112	146	35,293	37,093	1,800	0	19,873	54
	EXPENDITURE	411,093	36,357	378,382	92	353,768	358,005	4,237	25,763	216,114	60
026	COUNTY TREASURER										
	REVENUE	764,950	52,956	707,053	92	713,100	713,100	0	54,885	148,146	21
	EXPENDITURE	253,367	26,847	252,902	100	258,101	260,086	1,985	22,082	171,101	66
028	INFORMATION TECHNOLOGY										
	REVENUE	0	930	94,023	N.A.	107,586	107,586	0	53	2,656	2
	EXPENDITURE	401,317	64,849	385,179	96	803,111	844,975	41,864	64,815	505,929	60
030	CIRCUIT CLERK										
	REVENUE	2,112,645	168,620	1,968,722	93	2,024,500	2,024,500	0	145,906	1,066,715	53
	EXPENDITURE	1,114,804	129,024	1,090,988	98	1,091,741	1,095,557	3,816	75,225	664,821	61
031	CIRCUIT COURT										
	REVENUE	1,000	0	328	33	0	0	0	0	70	N.A.
	EXPENDITURE	1,030,427	102,369	1,026,101	100	1,039,084	1,042,015	2,931	88,082	707,675	68

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET-	ACTUALS			CHANGE	ACTUALS				
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		BEGINNING (12/01/11)	BUDGET-CURRENT (AS OF 7/31/12)	CURRENT MONTH	YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
032	JURY COMMISSION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	32,147	2,677	24,347	76	32,289	32,813	524	2,223	16,870	51
036	PUBLIC DEFENDER										
	REVENUE	127,358	30,126	215,518	169	235,289	235,289	0	4,758	151,033	64
	EXPENDITURE	997,362	112,675	988,407	99	1,045,091	1,046,309	1,218	80,129	659,985	63
040	SHERIFF										
	REVENUE	936,465	59,593	1,005,365	107	964,300	968,200	3,900	45,836	721,112	74
	EXPENDITURE	4,510,219	509,095	4,376,712	97	4,449,876	4,579,553	129,677	297,910	2,730,432	60
041	STATES ATTORNEY										
	REVENUE	1,469,978	114,464	1,249,391	85	1,433,808	1,433,808	0	93,781	850,812	59
	EXPENDITURE	2,060,516	225,916	2,041,115	99	2,085,798	2,112,993	27,195	156,148	1,365,288	65
042	CORONER										
	REVENUE	42,726	2,500	46,354	108	51,250	58,300	7,050	5,940	41,348	71
	EXPENDITURE	500,197	41,482	499,190	100	460,412	469,613	9,201	30,991	295,549	63
043	EMERGENCY MANAGEMENT AGCY										
	REVENUE	51,548	0	157,791	306	52,000	58,800	6,800	0	4,636	8
	EXPENDITURE	146,650	12,509	129,123	88	123,783	130,583	6,800	9,164	71,310	55
051	JUVENILE DETENTION CENTER										
	REVENUE	935,549	2,207	1,309,009	140	932,749	932,749	0	5,126	554,588	59
	EXPENDITURE	1,592,312	175,213	1,562,014	98	1,594,329	1,594,820	491	119,700	1,024,591	64
052	COURT SERVICES -PROBATION										
	REVENUE	477,232	0	634,412	133	477,232	477,232	0	0	244,575	51
	EXPENDITURE	1,418,905	159,345	1,396,318	98	1,421,419	1,422,834	1,415	104,978	887,201	62
057	DEPUTY SHERIFF MERIT COMM										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	22,672	1,800	21,666	96	20,025	20,025	0	0	9,786	49
071	PUBLIC PROPERTIES										
	REVENUE	1,615,593	202,536	1,769,973	110	1,315,676	1,315,676	0	159,537	772,558	59
	EXPENDITURE	2,897,517	281,713	2,815,823	97	2,919,840	2,931,082	11,242	187,576	1,770,365	60
075	GENERAL COUNTY										
	REVENUE	17,855,635	1,458,736	18,244,617	102	18,438,984	18,438,984	0	1,183,434	10,788,890	59
	EXPENDITURE	3,052,119	202,045	2,914,420	95	3,212,767	3,022,296	190,471-	220,303	1,901,577	63
077	ZONING AND ENFORCEMENT										
	REVENUE	59,025	20,906	56,643	96	170,700	170,700	0	9,074	182,449	107
	EXPENDITURE	346,153	31,894	296,127	86	336,077	336,077	0	28,190	211,705	63
124	REGIONAL OFFICE EDUCATION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	209,062	33,211	199,267	95	213,214	213,214	0	33,885	101,655	48

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET CURRENT (AS OF 7/31/12)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
127	VETERANS ASSISTNC COMSSN										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	0	0	0		0	0	0	0	0	
130	CIRC CLK SUPPORT ENFORCE										
	REVENUE	57,883	0	50,962	88	57,883	57,883	0	0	45,479	79
	EXPENDITURE	50,077	5,176	47,509	95	50,521	51,209	688	4,032	31,296	61
140	CORRECTIONAL CENTER										
	REVENUE	865,216	57,855	781,916	90	825,016	827,956	2,940	42,128	364,946	44
	EXPENDITURE	5,667,813	582,634	5,634,852	99	5,785,215	5,816,018	30,803	408,266	3,529,410	61
141	STS ATTY SUPPORT ENFORCE										
	REVENUE	371,261	26,249	341,321	92	371,024	371,024	0	36,497	206,391	56
	EXPENDITURE	379,084	41,140	351,305	93	369,356	371,026	1,670	25,616	219,024	59
TOTAL	GENERAL CORPORATE										
	REVENUE	31,249,771	26,249	31,882,790	102	31,551,692	32,024,210	472,518	2,078,489	18,203,863	57
	EXPENDITURE	31,392,790	41,140	30,645,865	98	31,660,183	32,039,156	378,973	2,436,260	19,900,961	62

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2011				FY 2012						
		-BUDGET-	CURRENT	ACTUALS	YTD	BEGINNING	BUDGET-	CHANGE	CURRENT	ACTUALS-	YTD	
		FINAL	MONTH	YEAR-TO	%	(12/01/11)	AS OF		MONTH	YEAR-TO	%	
081	NURSING HOME											
	REVENUE	15,296,331	17,632	14,234,071	93	14,997,726	14,997,726	0	14,843	6,685,150	45	
	EXPENDITURE	15,796,464	994,436	14,219,895	90	14,522,511	14,522,511	0	1,201,191	9,315,186	64	
083	COUNTY HIGHWAY											
	REVENUE	2,771,924	59,338	2,476,351	89	2,647,044	2,647,044	0	54,221	1,477,888	56	
	EXPENDITURE	2,891,102	198,093	2,818,844	98	2,645,862	2,645,862	0	144,766	1,402,542	53	
084	COUNTY BRIDGE											
	REVENUE	1,058,646	21,154	1,132,453	107	1,067,174	1,067,174	0	20,555	561,072	53	
	EXPENDITURE	1,031,000	23,452	458,330	44	1,066,000	1,066,000	0	80,284	387,778	36	
085	COUNTY MOTOR FUEL TAX											
	REVENUE	2,721,643	154,461	2,846,127	105	2,827,876	2,827,876	0	159,466	1,174,567	42	
	EXPENDITURE	3,775,404	216,088	3,466,038	92	2,827,205	2,827,205	0	42,464	672,416	24	
088	ILL.MUNICIPAL RETIREMENT											
	REVENUE	4,883,414	131,788	4,711,298	96	4,839,122	4,839,122	0	120,420	2,588,373	53	
	EXPENDITURE	4,884,984	29,248	4,646,775	95	4,820,774	4,820,774	0	524,451	2,833,914	59	
089	COUNTY PUBLIC HEALTH FUND											
	REVENUE	1,304,310	178,220	1,285,544	99	1,317,053	1,317,053	0	28,627	801,831	61	
	EXPENDITURE	1,304,310	5,117	1,291,485	99	1,316,561	1,379,459	62,898	225,424	733,592	53	
090	MENTAL HEALTH											
	REVENUE	4,079,037	91,659	4,116,528	101	4,060,124	4,060,124	0	86,496	2,237,018	55	
	EXPENDITURE	4,079,037	371,581	3,943,061	97	4,060,124	4,060,124	0	332,639	2,531,078	62	
091	ANIMAL CONTROL											
	REVENUE	483,649	42,674	574,015	119	584,765	584,765	0	47,459	343,979	59	
	EXPENDITURE	530,109	49,795	509,893	96	579,741	579,741	0	43,271	347,940	60	
092	LAW LIBRARY											
	REVENUE	68,225	5,558	65,943	97	68,100	68,100	0	5,166	36,940	54	
	EXPENDITURE	84,256	6,414	83,486	99	74,282	74,282	0	7,419	46,119	62	
103	HWY FED AID MATCHING FUND											
	REVENUE	8,323	150	8,453	102	7,303	7,303	0	136	4,793	66	
	EXPENDITURE	0	0	0		0	0	0	0	0		
104	EARLY CHILDHOOD FUND											
	REVENUE	7,279,475	606,671	6,999,175	96	7,859,795	7,859,795	0	577,615	4,352,010	55	
	EXPENDITURE	7,275,125	529,689	6,425,494	88	7,779,740	7,779,740	0	465,718	4,337,170	56	
105	CAPITAL ASSET REPLCMT FND											
	REVENUE	273,511	21	201,978	74	243,290	243,290	0	48	10,386	4	
	EXPENDITURE	956,983	7,789	484,666	51	843,747	891,750	48,003	2,741	210,960	24	
106	PUBL SAFETY SALES TAX FND											
	REVENUE	4,512,403	358,776	4,538,937	101	4,508,507	4,508,507	0	369,982	2,776,317	62	
	EXPENDITURE	4,211,132	1,077,055	3,930,362	93	4,428,826	4,658,826	230,000	784,512	3,987,758	86	
107	GEOGRAPHIC INF SYSTM FUND											
	REVENUE	282,100	21,134	252,926	90	252,000	252,000	0	23,951	163,387	65	
	EXPENDITURE	316,162	8,146	311,004	98	272,860	272,860	0	26,119	166,098	61	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 7/31/12)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
108	DEVLPMNTL DISABILITY FUND										
	REVENUE	3,585,739	61,009	3,575,053	100	3,677,507	3,677,507	0	46,196	1,927,885	52
	EXPENDITURE	3,588,739	306,568	3,550,078	99	3,675,382	3,675,382	0	313,106	2,374,506	65
109	DELINQ PREVENTN GRNT FUND										
	REVENUE	203,116	203,117	203,220	100	203,116	203,116	0	0	0	
	EXPENDITURE	203,116	0	199,626	98	203,116	203,116	0	0	128,100	63
110	WORKFORCE DEVELOPMENT FND										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	0	0	0		0	0	0	0	0	
188	SOCIAL SECURITY FUND										
	REVENUE	2,770,393	85,417	2,573,369	93	2,778,005	2,778,005	0	89,037	1,487,738	54
	EXPENDITURE	2,766,542	194,917	2,596,306	94	2,774,005	2,774,005	0	304,454	1,675,877	60
303	COURT COMPLEX CONSTR FUND										
	REVENUE	1,200	46	622	52	2,000	2,000	0	66	483	24
	EXPENDITURE	0	0	0		100,000	163,200	63,200	0	145,361	89
304	HIGHWAY FACILTY CONST FND										
	REVENUE	0	2	89		450	450	0	12	81	18
	EXPENDITURE	0	0	0		0	0	0	0	0	
305	202 ART BARTELL BLDG CNST										
	REVENUE	2,200,200	8	2,004,881	91	250	250	0	34	235	94
	EXPENDITURE	2,200,000	918	1,541,819	70	472,816	472,816	0	11,037	43,814	9
350	HWY FACIL BOND DEBT SERV										
	REVENUE	199,663	6	199,968	100	202,995	202,995	0	9	101,433	50
	EXPENDITURE	199,600	22,206	198,095	99	198,119	198,119	0	18,913	196,119	99
474	RPC USDA REVOLVING LOANS										
	REVENUE	551,750	19	225		500,000	500,000	0	18	131	
	EXPENDITURE	115,000	0	333		110,000	110,000	0	0	0	
475	RPC ECON DEVELOPMNT LOANS										
	REVENUE	521,700	17,596	365,288	70	438,450	438,450	0	30,258	188,141	43
	EXPENDITURE	525,000	6,865	155,984	30	438,000	438,000	0	10,921	68,966	16
476	SELF-FUNDED INSURANCE										
	REVENUE	1,955,373	97,303	2,038,360	104	2,137,800	2,137,800	0	156,077	785,426	37
	EXPENDITURE	1,890,762	43,115	1,429,723	76	1,912,613	1,912,613	0	60,636	930,511	49
610	WORKING CASH FUND										
	REVENUE	1,700	32	383	23	400	400	0	35	234	59
	EXPENDITURE	1,700	0	383	23	400	400	0	0	0	
611	COUNTY CLK SURCHARGE FUND										
	REVENUE	12,000	1,387	9,348	78	8,500	8,500	0	979	5,359	63
	EXPENDITURE	12,000	1,387	9,348	78	8,500	8,500	0	0	4,380	52
612	SHERIFF DRUG FORFEITURES										
	REVENUE	20,375	7	2,034	10	20,085	20,085	0	45	2,081	10
	EXPENDITURE	28,333	0	22,302	79	30,280	30,280	0	0	21,740	72

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2011				FY 2012					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/11)	BUDGET- CURRENT (AS OF 7/31/12)	CHANGE	CURRENT MONTH	ACTUALS- YEAR-TO DATE	YTD %
613	COURT'S AUTOMATION FUND										
	REVENUE	289,399	22,546	256,168	89	250,250	250,250	0	18,706	140,901	56
	EXPENDITURE	387,495	22,423	383,552	99	347,373	347,373	0	15,603	243,274	70
614	RECORDER'S AUTOMATION FND										
	REVENUE	182,500	16,605	202,998	111	208,700	208,700	0	16,546	130,801	63
	EXPENDITURE	260,764	12,669	241,813	93	265,638	265,638	0	7,705	106,062	40
617	CHILD SUPPORT SERV FUND										
	REVENUE	52,500	4,591	42,246	80	600	600	0	45	539	90
	EXPENDITURE	150,240	3,485	48,306	32	102,435	102,435	0	6,655	43,227	42
618	PROBATION SERVICES FUND										
	REVENUE	363,500	31,309	424,916	117	401,500	414,500	13,000	36,194	311,664	75
	EXPENDITURE	431,404	32,323	428,377	99	468,075	481,075	13,000	15,377	344,281	72
619	TAX SALE AUTOMATION FUND										
	REVENUE	36,840	1,527	35,363	96	32,355	32,355	0	446	11,740	36
	EXPENDITURE	40,933	3,674	27,606	67	40,899	40,899	0	11,274	21,284	52
620	HEALTH-LIFE INSURANCE										
	REVENUE	5,640,158	410,925	5,118,854	91	5,128,766	5,128,766	0	425,920	3,487,044	68
	EXPENDITURE	5,640,158	414,528	5,111,453	91	5,128,738	5,128,738	0	421,701	3,450,355	67
621	STS ATTY DRUG FORFEITURES										
	REVENUE	55,000	7,823	59,968	109	27,040	27,040	0	2	11,806	44
	EXPENDITURE	65,100	88	64,307	99	27,000	27,000	0	73	1,004	4
627	PROPERTY TAX INT FEE FUND										
	REVENUE	61,000	189	71,278	117	60,120	60,120	0	849	2,306	4
	EXPENDITURE	60,100	0	60,100	100	60,120	60,120	0	0	11,439	19
628	ELECTN ASSIST/ACCESSIBLTY										
	REVENUE	100,000	0	37,972	38	168,339	168,339	0	0	2,373	1
	EXPENDITURE	100,000	0	37,963	38	168,339	168,339	0	5,200	7,570	4
629	COUNTY HISTORICAL FUND										
	REVENUE	25	0	1	4	10	10	0	0	501	5010
	EXPENDITURE	0	0	0		0	0	0	0	0	
630	CIR CLK OPERATION & ADMIN										
	REVENUE	84,300	6,558	104,865	124	120,100	120,100	0	7,689	90,638	75
	EXPENDITURE	88,145	0	80,347	91	120,000	120,000	0	0	0	
632	CIR CLK ELCTRNC CITATIONS										
	REVENUE	0	1,304	12,653		0	0	0	1,673	11,750	
	EXPENDITURE	0	0	0		0	0	0	0	0	
633	STS ATTY RECORDS AUTOMATN										
	REVENUE	0	0	0		0	0	0	196	196	
	EXPENDITURE	0	0	0		0	0	0	0	0	
641	ACCESS INITIATIVE GRANT										
	REVENUE	1,078,424	324,228	904,860	84	1,502,531	1,569,225	66,694	230,410	573,356	37
	EXPENDITURE	1,466,464	112,051	1,257,730	86	1,502,531	2,002,531	500,000	184,253	832,033	42

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/12

FUND	NAME	FY 2011				FY 2012						
		-BUDGET-		ACTUALS		BEGINNING (12/01/11)	BUDGET-		CHANGE	ACTUALS		YTD %
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		CURRENT	AS OF 7/31/12		CURRENT MONTH	YEAR-TO DATE	
658	JAIL COMMISSARY											
	REVENUE	26,000	26	28,516	110	26,000	26,000	0	5,232	32,465	125	
	EXPENDITURE	24,950	430	22,201	89	26,000	26,000	0	594	10,382	40	
659	COUNTY JAIL MEDICAL COSTS											
	REVENUE	30,500	2,352	28,232	93	30,500	30,500	0	1,983	16,578	54	
	EXPENDITURE	46,016	0	46,016	100	46,016	46,016	0	0	0		
670	COUNTY CLK AUTOMATION FND											
	REVENUE	20,100	2,883	76,983	383	30,000	30,000	0	3,258	17,598	59	
	EXPENDITURE	109,937	9,543	79,053	72	33,525	33,525	0	2,549	23,266	69	
671	COURT DOCUMENT STORAGE FD											
	REVENUE	157,000	11,567	133,423	85	135,240	135,240	0	9,534	73,632	54	
	EXPENDITURE	278,348	10,890	167,755	60	220,685	220,685	0	33,090	113,093	51	
675	VICTIM ADVOCACY GRT-ICJIA											
	REVENUE	38,690	0	35,634	92	38,690	38,690	0	0	26,160	68	
	EXPENDITURE	35,768	4,010	35,801	100	36,078	36,078	0	2,754	23,065	64	
676	SOLID WASTE MANAGEMENT											
	REVENUE	1,700	6	1,318	78	1,600	1,600	0	6	1,742	109	
	EXPENDITURE	5,450	0	0		2,875	2,875	0	0	304	11	
677	JUV INTERVENTION SERVICES											
	REVENUE	50	1	13	26	15	15	0	0	0		
	EXPENDITURE	10,000	0	0		10,000	13,000	3,000	0	12,506	96	
679	CHILD ADVOCACY CENTER											
	REVENUE	218,621	22,425	165,659	76	191,903	191,903	0	11,174	119,948	63	
	EXPENDITURE	216,617	18,695	180,357	83	196,131	196,131	0	13,656	113,023	58	
681	JUV INF SHARING SYS GRANT											
	REVENUE	11,250	0	6,985	62	11,812	11,812	0	1,000	1,820	15	
	EXPENDITURE	11,250	839	7,276	65	11,812	11,812	0	0	848	7	
685	DRUG COURTS PROGRAM											
	REVENUE	21,500	1,645	21,836	102	21,535	121,535	100,000	1,549	41,912	34	
	EXPENDITURE	21,500	0	15,000	70	21,535	121,535	100,000	0	27,921	23	
850	GEOG INF SYS JOINT VENTUR											
	REVENUE	512,942	14,767	559,168	109	470,297	470,297	0	111,117	276,155	59	
	EXPENDITURE	512,053	35,466	496,459	97	469,770	469,770	0	31,704	328,909	70	
TOTAL ALL FUNDS	REVENUE	19,916,693	3,847,720	117,292,593	589	10,999,158	11,778,585	779,427	6,148,249	60,260,967	512	
	EXPENDITURE	23,952,214	6,180,655	112,653,889	470	13,312,685	14,838,974	1,526,289	8,830,458	67,830,565	457	



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
URBANA, IL 61802
(217) 384-3776
(217) 384-3765 – PHYSICAL PLANT
(217) 384-3896 – FAX
(217) 384-3864 – TDD
Website: www.co.champaign.il.us

ADMINISTRATIVE SUPPORT
INFORMATION TECHNOLOGY
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

MEMORANDUM

DATE: 6-19-2012

TO: Brendan McGinty, Deputy Chair of Finance and Champaign County Board Committee of the Whole

FROM: Alan Reinhart, Facilities Director

RE: Request for Budget Amendment

During the course of the last two years we received two grants for the Brookens lighting upgrade project. The first grant we received was from the Public Sector Electric Efficiency Program (EEP Year 3). The second grant we received was through the Energy Efficiency Community Block Grant (EECBG). Each grant was calculated differently. The EEP grant used a formula of incentives for the wattage reduced and the number of lamps removed. The EECBG used a formula for direct reimbursement for materials, labor and recycling expenses.

At the end of the EEP year 3 programs we requested a PSEE incentive of \$21,339.00. Once the final documents were submitted to the DCEO, they recalculated our incentive request and then sent us a check for \$25,682.12.

The EECBG required an estimated cost for replacing and retrofitting existing fixtures. This estimate included replacing approximately 75% of the existing substandard fixtures in the Brookens Administration Building. During the start of the project we realized that replacing the entire T12 fixture with a new T8 fixture was awkward and disruptive to the work environment. We devised a plan to rebuild the existing T12 fixture to T8 standards, in place, with less disruption to the work space. This allowed us to speed up the process and we did not have to purchase as many new fixtures.

At the end of the EECBG program in March, after discussions with the Auditor's office, RPC who administered the program and our office it was determined that we had received more than the 75% of the total project cost, which is the maximum we are allowed to receive per the grant guidelines. With only two weeks remaining until the end of the program, we then reimbursed the funds required from our Repair and Maintenance line items for the total of \$13,648.00. We are now requesting to re-appropriate the funds for overpayment for our R&M line items.

FUND 080 GENERAL CORPORATE

DEPARTMENT 071 PUBLIC PROPERTIES

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-071-534.70 BROOKNS BLDG REPAIR-MAINT	31,114	31,114	44,762	13,648
TOTALS	31,114	31,114	44,762	13,648

INCREASED REVENUE BUDGET:

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

EXPLANATION: TO REAPPROPRIATE MONEY PAID DUE TO OVERPAYMENT FROM GRANT FROM RPC FOR BROOKENS LIGHTING UPGRADE

DATE SUBMITTED: 6-19-2012	AUTHORIZED SIGNATURE <i>Alan Reinhardt</i>	** PLEASE SIGN IN BLUE INK **
------------------------------	---	-------------------------------

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

FUND 476 SELF-FUNDED INSURANCE

DEPARTMENT 118 PROPERTY/LIABILITY INSUR

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
476-118-533.26 PROPERTY LOSS/DMG CLAIMS	63,000	63,000	98,180	35,180
TOTALS	63,000	63,000	98,180	35,180

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
476-118-369.80 INSURANCE CLAIMS REIMB	0	0	35,180	35,180
TOTALS	0	0	35,180	35,180

EXPLANATION: TO RECEIVE INSURANCE REIMBURSEMENT FOR COURTHOUSE WATER DAMAGE.

DATE SUBMITTED:

6-27-2012

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Debra L. Busby

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:



CHAMPAIGN COUNTY EMERGENCY MANAGEMENT AGENCY

Emergency Operations Center
1905 E. Main Street
URBANA, IL 61802

(217) 384-3826
(217) 384-3794 – FAX
Website: www.co.champaign.il.us/EMA
email: EMA@co.champaign.il.us

July 18, 2012

TO: Chair Pius Weibel
Members of the Champaign County Board

FROM: John Carlson
Director, Champaign County EMA

SUBJECT: Budget Amendment # 12-00033

The County Emergency Operations Center was initially remodeled in 2010 through a grant fund which was to establish a county command post and operations center for disasters, events and emergency situations. The EMA and Emergency Operations Center leadership team has for the past several months reviewed the current equipment capability and functionality and have determined that additions need to be made. The need is to have the County Emergency Operations Center prepared for activation and to have the ability to provide training at a realistic level.

To make the Emergency Operations Center functional for an actual activation and to provide the equipment for ongoing training this budget amendment is submitted. This request is to complete the next phase of communication links that are necessary for the operation of the center. We will complete the installation of phone lines, to include phone hardware, install wireless equipment strong enough to provide service in all rooms of the center, and purchase audio conferencing equipment to complete the video/ audio connection to the Policy group conference room and other outside agencies. The total budget increase of this request is \$ 4,500. This increase is being offset by an increase of \$ 4,851 in our revenue from the Illinois EMA Emergency Management Performance Grant.

Thank you

John Carlson

FUND 080 GENERAL CORPORATE

DEPARTMENT 043 EMERGENCY MANAGEMENT AGCY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-043-522.93 OPERATIONAL SUPPLIES	823	823	2,823	2,000
080-043-533.29 COMPUTER/INF TCH SERVICES	200	200	1,400	1,200
080-043-533.33 TELEPHONE SERVICE	3,450	3,450	4,750	1,300
TOTALS	4,473	4,473	8,973	4,500

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-043-331.91 HOM SEC-EMRGNCY MGMT PERF	52,000	58,800	63,651	4,851
TOTALS	52,000	58,800	63,651	4,851

EXPLANATION: THIS REQUEST IS TO COMPLETE THE COMMUNICATION LINKS THAT ARE NECESSARY TO COMPLETE THE NEXT PHASE OF FUNCTIONAL OPERATIONS OF THE COUNTY EMERGENCY OPERATIONS CENTER.

DATE SUBMITTED: 7/18/12 AUTHORIZED SIGNATURE: John Carlson ** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

FUND 080 GENERAL CORPORATE

DEPARTMENT 041 STATES ATTORNEY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-041-511.03 REG. FULL-TIME EMPLOYEES	1,802,664	1,826,859	1,840,077	13,218
TOTALS	1,802,664	1,826,859	1,840,077	13,218

INCREASED REVENUE BUDGET:

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

EXPLANATION: INCREASE IN APPROPRIATIONS OF \$13,218 FOR BENEFIT PAYOUT FOR 3 EMPLOYEES LEAVING THE EMPLOYMENT OF CHAMPAIGN COUNTY IN JUNE, 2012.

DATE SUBMITTED:

07/03/12

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

FUND 614 RECORDER'S AUTOMATION FND DEPARTMENT 023 RECORDER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
614-023-513.05 UNEMPLOYMENT INSURANCE	400	400	700	300
TOTALS	400	400	700	300

INCREASED REVENUE BUDGET:

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

EXPLANATION: TO COVER SHORTAGE ALLOWED FOR THIS LINE ITEM

DATE SUBMITTED: <u>7/11/12</u>	AUTHORIZED SIGNATURE <u>Deborah Shaste</u>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY BUDGET & FINANCE COMMITTEE: _____ **DATE:** _____

FUND 080 GENERAL CORPORATE

DEPARTMENT 023 RECORDER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-023-534.85 RENTAL HSG FEE REMITTANCE	203,040	202,920	472,920	270,000
TOTALS	203,040	202,920	472,920	270,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-023-341.53 RENTAL HOUSNG SUPPORT FEE	235,000	235,000	535,000	300,000
TOTALS	235,000	235,000	535,000	300,000

EXPLANATION: TO COVER ADDITIONAL RHSP REMITTANCE FOR RECORDINGS EXCEEDING EXPECTED LEVEL.

DATE SUBMITTED: 7-12-12 AUTHORIZED SIGNATURE: *Darbaud Chase* ** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 12-00010

FUND 080 GENERAL CORPORATE
 080 GENERAL CORPORATE
 080 GENERAL CORPORATE

DEPARTMENT 075 GENERAL COUNTY
 051 JUVENILE DETENTION CENTER
 052 COURT SERVICES -PROBATION

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-051-511.03 REG. FULL-TIME EMPLOYEES	29,949.	080-075-533.99 CONTINGENT EXPENSE
080-052-511.03 REG. FULL-TIME EMPLOYEES	24,116.	080-075-533.99 CONTINGENT EXPENSE

EXPLANATION: TO MOVE MONEY TO CORRECT BUDGETS TO PAY FOR FY2011 & FY2012
SALARY INCREASES DUE TO FOP COURT SERVICES CONTRACT SETTLEMENT.

DATE SUBMITTED: 7-27-2012

Debra L. Busby
 AUTHORIZED SIGNATURE
 * PLEASE SIGN IN BLUE INK *

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

APPROVED BY BUDGET AND FINANCE COMMITTEE: _____ DATE: _____



CHAMPAIGN COUNTY EMERGENCY MANAGEMENT AGENCY

Emergency Operations Center
1905 E. Main Street
Urbana, IL 61802

(217)-384-3826
(217) 384-3794 FAX
Website: ww.co.champaign.il.us/EMA
Email: EMA@co.champaign.il.us

August 6, 2012

To: Chair, Finance Committee
From: John Carlson, Director
Subject: Emergency Management Assistance Grant

We are requesting approval to apply for and accept when awarded the annual Emergency Management Assistance Grant as attached. This grant is to offset the administrative costs of the County EMA Program.

We are applying up to 50% of our EMA total program budget as listed on the front page of the application. The amount of the award over the last few years has been in the range of \$ 50,000.00 however it is dependent on the allocation by the Federal Budget given to the Illinois Emergency Management Agency for administration of the grant. We will advise the committee when we know our grant amount.

Sincerely,

John Carlson

CHAMPAIGN COUNTY
APPLICATION FORM FOR
GRANT CONSIDERATION, ACCEPTANCE, RENEWAL/EXTENSION

Department: Emergency Management Agency
Grant Funding Agency: Illinois Emergency Management Agency
Amount of Grant: Estimated at \$ 56,000.00
Begin/End Dates for Grant Period: October 1, 2012 - September 31, 2013
Additional Staffing to be Provided by Grant: No
Application Deadline: August 31, 2012
Parent Committee Approval of Application: Justice
Is this a new grant, or renewal or extension of an existing grant? Renewal
If renewal of existing grant, date grant was first obtained: N/A

Will the implementation of this grant have an effect of increased work loads for other departments? (i.e. increased caseloads, filings, etc.) Yes No

If yes, please summarize the anticipated impact:

Does the implementation of this grant require additional office space for your department that is not provided by the grant? Yes No

If yes, please summarize the anticipated space need:

Please check the following condition which applies to this grant application:

- The activity or service provided can be terminated in the event the grant revenues are discontinued.
- The activity should, or could be, assumed by County (or specific fund) general and recurring operating funds.

Departments are encouraged to seek additional sources or revenue to support the services prior to expiration of grant funding.

This Grant Application Form must be accompanied by a Financial Impact Statement. (See back of form)

All staff positions supported by these grant funds will exist only for the term award of grant, unless specific action is taken by the County Board to extend the position.

DATE: 8/6/12 SIGNED: 
Department Head

Application for & Acceptance of Grant Approval:

Approved by Finance Committee: _____

Approved by County Board: _____

Approved by Grant Executive Committee: _____

COUNTY OF CHAMPAIGN
FINANCIAL IMPACT STATEMENT

(To accompany Grant Applications or Appropriate Resolutions/Ordinances)

Current Year Annual Expenditure Estimate:

Number of Positions	<u>2</u>	Personnel \$	<u>110,660.00</u>
Commodities:	<u>\$ 12,723.00</u>		
Contractual:	<u>\$ 0</u>		
Capital:	<u>\$ 0</u>		

Long Term Expenditure Estimate:

Current Year Annual Revenue Estimate:

\$ 56,040.00

Long Term Revenue Estimate:

Approved by Finance Committee:

Date: _____

Approved by County Board:

Date: _____

**Emergency Management Assistance (EMA) Grant Program
FFY 2013 GRANT PROGRAM APPLICATION**

08/02/2012 10:28

JURISDICTION: Champaign County

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): 376006910

D-U-N-S NUMBER (DUNS): 961922478 **PLUS FOUR:**

ESDA/EMA COORDINATOR/DIRECTOR: First: John Last: Carlson

MAILING ADDRESS: 1905 E. Main St.

CITY: Urbana **ZIP CODE + FOUR:** 61802 -

OFFICE TELEPHONE: (217) 384-3826

E-MAIL: jcarlson@co.champaign.il.us

CHECK ADDRESS: 1905 E. Main St.

CITY AND ZIP CODE: Champaign 61802

IEMA REGION #: Region 7

POPULATION - Year 2010 CENSUS: 201,081

CHIEF ELECTED OFFICIALS NAME First: Pius Last: Weibel

TITLE: Champaign County Board Chair

BUDGET INFORMATION Automatically filled from section pages	
TOTAL Personnel & Benefits (Totals from Section 2 & Section 3)	\$152,147.50
TOTAL Travel (Total from Section 4)	\$900.00
TOTAL Organizational Expenses (Total from Section 5)	\$26,770.00
TOTAL Equipment Expenses (Total from Section 6)	\$0.00
EMA BUDGET - EXCLUDING Additional Program Needs Costs	\$179,817.50
TOTAL Additional Program Needs (Total from Section 7)	
TOTAL EMA BUDGET (Including Additional Program Needs)	\$179,817.50
FINAL ALLOCATION FOR GRANT AGREEMENT (IEMA USE ONLY)	

IEMA ATTACHMENT A: PERSONNEL

Enter the number of people on ESDA staff for which reimbursement is being requested: 2

Directions: Enter job title, name of employee, ESDA, % of time per week for ESDA Work, annual ESDA/EMA Salary to be submitted for reimbursement, Total Annual Salary from local government and ESDA % of Salary. *STANDARD WORK WEEK means a 37.5 to 40 hour work week. Please enter in this box the standard work week for your Jurisdiction. 100 The percentage listed should reflect the number of ESDA hours worked per week, divided by the hours of the local government's standard full-time work week. The Annual Salary for ESDA ONLY is divided by the Total Annual Salary from local government to report the ESDA % of Salary in the last column. This ESDA % of Salary is also utilized in the Benefits section, to determine the eligible amount of benefits.

Title	Name	% ESDA TIME - (of a *Standard work week - See Expl. Above)	Annual Salary for ESDA ONLY	Total Annual Salary from local government	ESDA % of Salary
Director	John Carlson	100.000%	\$61,230.00	\$61,230.00	100.000%
Deputy Director	John Dwyer	100.000%	\$47,730.00	\$47,730.00	100.000%
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		

TOTAL SALARIES FOR ESDA WORK ONLY: **\$108,960.00**
 Total of all pages for ESDA Salaries (Only) is listed at bottom of this page, and on first page.

Do any of the above named ESDA employees divide their work between the ESDA and another department in the county or municipal government? (PLACE AN "X" in the appropriate box.)

YES	NO
	✓

If the answer is YES, list the job title, name, department worked for, percentage of time worked for other department, and annual salary in that job, in the following table:

Title	Name	Name of "Other Department"	% of Time Worked for "Other Department"	Annual Salary for work From "Other Department"

TOTAL ESDA SALARIES: **\$108,960.00**
 (Do NOT include Salaries from other departments.) This amount will be added to total on page 1

IEMA ATTACHMENT A: BENEFITS

Please read the following directions carefully and complete the benefits information for each employee that will be claimed. Only the benefits listed below are to be submitted for reimbursement in the quarterly claims. List only the benefits that represent an out of pocket expense to the local government grant recipient. Do not list benefits that are paid by the employee.

There are two types of benefits; one is a percentage of gross paycheck, the other is a dollar amount each pay period. If your benefit is a percentage of your gross pay, list the correct percentage amount and in the next column provide the Total Annual Salary amount for the employee. The % of Gross Paycheck is multiplied by the Total Annual Salary Amount to calculate the Gross Benefit Annual Total column. Note: The Total Annual Salary is the full annual salary, including the ESDA/EMA salary, for the employee. If your benefit is a dollar amount, list the correct amount for each pay period and in the next column list the number of pay periods in a year. The "Dollar Amount" is multiplied by the "Annual Number of Pay Periods" to calculate the "Gross Benefit Annual Total" column. Thus, if the benefit is determined as percentage of gross paycheck, the "Dollar Amount" and "Annual # of Pay Periods" will be left blank. Conversely, if the benefit is determined by a dollar amount for each pay period, the % of Gross Paycheck and Total Annual Salary will be left blank.

Once the "Gross Benefit Annual Total" has been calculated, multiply by the ESDA % of Salary to get the ESDA Benefit Amount for the year, for each benefit. The "ESDA % of Salary" was calculated on page 2 "Personnel" of this IEMA Attachment A. Provide the grand total of all ESDA benefits for the entire year below.

NAME	BENEFIT - (LIST THE TYPE)	BENEFIT EXPENSE				A Gross Benefit Annual Total	B ESDA % of Salary	A X B ESDA Benefit AMOUNT
		Percentage		Dollar Amount				
		% of Gross Paycheck	Total Annual Salary	Dollar Amount	Annual # of Pay Periods			
John Carlson	S.S.	7.650%	\$61,230.00			\$4,684.10	100.000%	\$4,684.10
	IMRF	10.070%	\$61,230.00			\$6,165.86	100.000%	\$6,165.86
	Life Ins			\$2.60	12	\$31.20	100.000%	\$31.20
	Health			\$558.00	12	\$6,696.00	100.000%	\$6,696.00
	Work Comp	8.290%	\$61,230.00			\$5,075.97	100.000%	\$5,075.97
	Unemployment	5.250%	\$13,560.00			\$711.90	100.000%	\$711.90
						\$0.00		\$0.00
						\$0.00		\$0.00
						\$0.00		\$0.00
						\$0.00		\$0.00
John Dwyer	S.S.	7.650%	\$47,730.00			\$3,651.35	100.000%	\$3,651.35
	IMRF	10.070%	\$47,730.00			\$4,806.41	100.000%	\$4,806.41
	Health			\$558.00	12	\$6,696.00	100.000%	\$6,696.00
	Work Comp	8.290%	\$47,730.00			\$3,956.82	100.000%	\$3,956.82
	Unemployment	5.250%	\$13,560.00			\$711.90	100.000%	\$711.90
						\$0.00		\$0.00
						\$0.00		\$0.00
						\$0.00		\$0.00
						\$0.00		\$0.00
						\$0.00		\$0.00

TOTAL BENEFITS FOR ESDA WORK: \$43,187.50
 This amount will be added to total on page 1.

ATTACHMENT A: TRAVEL

IEMA must have travel information on file before any travel expenses can be reimbursed.

CHOOSE ONE OF THE TWO CATEGORIES BELOW:

- A. LOCAL GOVERNMENT HAS NO TRAVEL REGULATIONS
If this is the case, you will be covered by current State of Illinois travel regulations.
[Link to State Travel Board Site](#)
- B. LOCAL GOVERNMENT HAS TRAVEL REGULATIONS
If this is the case, attach a current copy of your local travel regulations. Failure to do so will cause applicant to be ineligible for travel reimbursement.

ENTER LETTER OF STATEMENT (A or B) THAT APPLIES TO YOUR LOCAL GOVERNMENT.
IF YOU ENTERED B, PLEASE COMPLETE THE BOXES BELOW.

Local Mileage is cents per mile.

Meals and/or per diem:

Lodging Allowance:

LIST REASONS FOR TRAVEL AND ESTIMATED COSTS

TRAVEL ACTIVITY	AMOUNT
Training	\$300.00
Conference	\$300.00
Exercise	\$100.00
Meeting	\$100.00
Damage Assessment	\$100.00

TOTAL TRAVEL EXPENSES: \$900.00

Enter this total on Page 1

IEMA ATTACHMENT A: ORGANIZATIONAL EXPENSES

DIRECTIONS: List the items that are necessary and essential for the day-to-day operations of the emergency management office, along with costs and other information requested in this form.

CATEGORY	ITEM DESCRIPTIONS				ANNUAL AMOUNT
TELEPHONES	PHONE TYPE		NUMBER OF PHONES		Annual Amount
	Office Phone(s)		217-384-3826,3827,3833		\$1,200.00
	Fax Line(s)		217-384-3794		\$300.00
	Cell Phone(s)		217-722-8121		\$700.00
	Other		217-621-3828		\$700.00
	Other		800-412-3826 pager		\$160.00
VEHICLE MAINTENANCE	MAKE	MODEL	YEAR	LICENSE #	Annual Amount
	LDV	Command Post	1999	M110377	\$450.00
	Ford	SUV	2004	M140931	\$350.00
OFFICE EQUIPMENT	TYPE OF EQUIPMENT		DESCRIPTION (IF APPLICABLE)		Annual Amount
	Copier		Admin		\$500.00
	Fax		Admin		\$300.00
SUPPLIES	ITEM		DESCRIPTION (IF APPLICABLE)		Annual Amount
	Paper		Admin		\$400.00
	Letterhead		Admin		\$250.00
	Postage		Admin		\$100.00
INFORMATION COPIED FROM FACILITIES MANAGEMENT FORM - SUBJECT TO IEMA APPROVAL	CATEGORY				Annual Amount
	RENT				
	GAS				\$4,000.00
	WATER				\$1,000.00
	ELECTRIC				\$16,000.00
	JANITORIAL AND/OR MAINTENANCE				
REIMBURSEMENT IN LIEU OF RENT, UTILITIES, JANITORIAL AND/OR MAINTENANCE					
GRAND TOTAL OF ORGANIZATIONAL EXPENSES:					\$26,570.00

Enter this total on Page 1

5-A

IEMA ATTACHMENT A: ORGANIZATIONAL EXPENSES

DIRECTIONS: List the items that are necessary and essential for the day-to-day operations of the emergency management office, along with costs and other information requested in this form.

CATEGORY	ITEM DESCRIPTIONS				ANNUAL AMOUNT
TELEPHONES	PHONE TYPE		NUMBER OF PHONES		Annual Amount
	Office Phone(s)				
	Fax Line(s)				
	Cell Phone(s)				
	Other				
VEHICLE MAINTENANCE	MAKE	MODEL	YEAR	LICENSE #	Annual Amount
	Ford	Pick-up	1992	M110392	\$200.00
OFFICE EQUIPMENT	TYPE OF EQUIPMENT		DESCRIPTION (IF APPLICABLE)		Annual Amount
SUPPLIES	ITEM		DESCRIPTION (IF APPLICABLE)		Annual Amount
INFORMATION COPIED FROM FACILITIES MANAGEMENT FORM - SUBJECT TO IEMA APPROVAL	CATEGORY				Annual Amount
	RENT				
	GAS				
	WATER				
	ELECTRIC				
	JANITORIAL AND/OR MAINTENANCE				
REIMBURSEMENT IN LIEU OF RENT, UTILITIES, JANITORIAL AND/OR MAINTENANCE					
GRAND TOTAL OF ORGANIZATIONAL EXPENSES:					\$200.00

Enter this total on Page 1

IEMA Attachment A: Annual Work Plan

FFY 2012 Emergency Management Assistance (EMA) Grant

Preparedness: Report describes activities including exercises, plan updates, training, etc., planned for the coming Federal Fiscal Year, that fall into the category of emergency management "preparedness".

1st Quarter (Oct - Dec)

- Monthly test of radio and siren capabilities
- Regional Emergency Coordination Group meeting
- Monthly meeting with EMA Liaison team
- Complete siren re-programing due to narrow banding requirement
- Participate in Severe Weather Tabletop exercise with Village of Rantoul
- Manage Search And Rescue Team Ground training exercise
- Conduct County Damage Assessment / Debris Management Team training

2nd Quarter (Jan - Mar)

- Monthly test of radio and siren capabilities
- Regional Emergency Coordination Group meeting
- Monthly meetings with EMA Liaison team
- Conduct Severe Weather training for Storm Spotter by National Weather Service
- Host Public Information Officer and local Media meeting
- Conduct Community Outreach events and speaking to groups on emergency preparedness
- Participate in Ground Search and Rescue Leadership training exercise

3rd Quarter (Apr -Jun)

- Participate in Illinois National Guard functional CBRNE exercise to include MTD, TSA and County Emergency response agencies
- Monthly test of radio and siren capabilities
- Regional Emergency Coordination Group meeting
- Attend the Illinois Emergency Services Management Association Training conference
- Monthly meetings with EMA Liaison team
- Conduct Community Outreach events and speak to groups on emergency preparedness
- Participate in Ground Search and Rescue field training

4th Quarter (Jul - Sep)

- Monthly test of radio and siren capabilities
- Monthly meetings with EMA Liaison team
- Regional Emergency Coordination Group meeting
- Attend Illinois Emergency Management Agency Training conference
- Participate in an higher education school emergency response and evacuation table top exercise
- Participate in the Biohazard Detection System exercise hosted by US Postal Service for first responders
- Conduct Community Outreach events and speak to groups on emergency preparedness
- Participate in Willard Airport tabletop emergency response exercise
- Attend Illinois Search and Rescue Council Training conference

CHAMPAIGN COUNTY NURSING HOME BOARD of DIRECTORS

Mary Ellen O'Shaughnessey, Chair

Members: Jan Anderson, Ron Bensyl, Peter Czajkowski, Catherine Emanuel, LaShunda Hambrick, Robert Palinkas

July 9, 2012

Brendan McGinty, Deputy Chair of Finance and
Members of the Champaign County Board
1776 East Washington
Urbana, IL 61802

RE: Nursing Home Revenue Anticipation Notes

Dear Deputy Chair McGinty and Members of the Champaign County Board,

At our meeting on July 9, 2012, the Nursing Home Board of Directors discussed the issuance of Revenue Anticipation Notes (RAN) on behalf of the Nursing Home. We anticipate the need for cash management flexibility that can be achieved through these notes in the event that the State slows down on its Medicaid reimbursement payments to the Nursing Home. As previously constructed, the notes could offer only the guarantee of the state payments as collateral for borrowing the monies. Although MPA and Champaign County Treasurer Dan Welch met with several local banks, they were able to identify only one bank willing to consider the issuance of Revenue Anticipation Notes for the Nursing Home if the only guarantor of repayment is the State of Illinois.

We recommend the County Board's approval to list the County's General Corporate Fund to back the repayment of the Revenue Anticipation Notes, if in fact payments from the State are not received in appropriate time to maintain the repayment schedule. We fully anticipate that the State will make all of its Medicaid reimbursement payments – primarily because there are federal requirements on the State to do so. If the County can back the RAN on behalf of the Nursing Home, there is a likelihood that more banks will be willing to participate, which should improve the competitive process and resulting interest rates that will be paid by the Nursing Home for these notes. The issuance of the RANs will enable the Nursing Home to continue paying its vendors, even if there are delays in the reimbursements from the State over the next year.

Thank you for your consideration of this recommendation.

Respectfully submitted,



Mary Ellen O'Shaughnessey, Chair
Champaign County Nursing Home Board of Directors

xc: Members of the Nursing Home Board of Directors
Management Performance Associates
Dan Welch, Champaign County Treasurer

Compliance Program Overview

In the OIG's own language:

"The creation of compliance program guidances is a major initiative of the OIG in its effort to engage the private health care community in combating fraud and abuse."

"The development of these types of compliance program guidances is based on our belief that a health care provider can use internal controls to more efficiently monitor adherence to applicable statutes, regulations and program requirements."

The compliance program does overlap with some tasks and responsibilities that are currently conducted by staff and management. But the compliance program also adds an additional layer of formal oversight over all aspects of nursing home operations. A list of the major components include:

- Code of Conduct – a formal declaration from the facility that states the fundamental principles of the compliance program.
- Written policies and procedures
- Risk Areas.
 - Quality of care
 - Resident rights
 - Billing and cost reporting
 - Employee screening
 - Kickbacks, inducements and self-referrals
- Creation and retention of records
- Compliance included as part of employee performance/disciplinary action
- Establish a hotline for reporting compliance violations
- Self-auditing and monitoring. This is similar to the QA process but expanded to all areas.
 - ▶ Take a sample
 - ▶ Measure against a standard
 - ▶ If outside of standard, identify reason for outlier
 - ▶ Correct if necessary
 - ▶ Resample

Examples of the differences and/or additional responsibilities under a corporate compliance program:

Billing:

This is an example of a process that has established policies and procedures are not affected by the implementation of a corporate compliance program but additional policies specific to compliance will be necessary

- MDS nurses follow already established procedures and a manual for completing the MDS assessment with the use of the MDS RAI Manual. The corporate compliance does not impact or

change policies in the RAI manual. Corporate compliance does require a compliance policy that says the billing will follow applicable federal and state rules and statutes. Staff will complete MDS based on documented resident information.

- Compliance requires periodic self-auditing to sample MDS claims and billing claims for accuracy. This must be documented and reviewed by the corporate compliance officer, quarterly review of all audits are reviewed by a corporate compliance committee.

Background Checks:

This is an example of a specific area that requires expansion of existing policies and procedures to meet corporate compliance requirements.

- State requires an Illinois State Police background check for all hires. This has been recently upgraded to a fingerprint-based check system for new hires.
- Under corporate compliance rules, the following checks must be done
 - ▶ OIG list of excluded individuals/entities
 - ▶ GSA list of debarred contractors
 - ▶ Highly recommended that all employees and entities that do business with CCNH are compared against these databases monthly
 - ▶ Periodic audits completed to assure adherence to corporate compliance guidelines for background checks.

MPA's Compliance Program Approach

A compliance program is an administrative system incorporating leadership, policies & procedures, monitoring & auditing tools, communication & reporting methods, and discipline & enforcement, all designed to conform an organization's practices to federal and state laws and to federal healthcare program requirements. The compliance system processes are additional to nursing home operational and management processes. The compliance system also works with the organization's existing processes and procedures to accomplish a separate, distinct purpose: the delivery of replicable results across the organization in several vital areas. Compliance integrates and synchronizes separate departments and functions in order to maximize the performance and compliance of the entire organization.

The most important – and the most complex compliance process– is the integration of clinical and financial activities which, for too long, have functioned as independent organization silos. The alignment of clinical and financial results is a prerequisite to advancing quality outcomes within the parameters for accountability established by governing laws and regulations.

MPA's approach to compliance contains multiple levels of review, each of which is necessary to assure compliance to the level of the OIG standards:

- 1) conducting a baseline audit that evaluates the extent to which all organization processes (quality of care; billing and cost reporting; resident rights; employee screening; cost reporting; kickbacks, inducements and self-referrals; creation and retention of records; anti-supplementation; Medicare Part D; and HIPAA) are complying with the law;
- 2) developing policies and procedures to ensure these processes maximize compliance with the law;
- 3) continually auditing the organization in order to evaluate its performance and identify areas in which it can improve its compliance with the law;
- 4) training employees on compliance topics such as fraud and abuse, reporting overpayments to the government, and HIPAA, as well as on the importance of compliance and of reporting non-compliance;
- 5) providing continual updates to the compliance program based on regulatory and other changes;
- 6) establishing compliance leaders within the organization; and
- 7) creating a culture of compliance within the organization (this includes providing anonymous ways to report non-compliance, rewarding adherence to the compliance program, and disciplining those who do not follow the program).

Question from County Board: Is corporate compliance covered under existing management contract?

Answer: No

The Affordable Care Act, which requires compliance programs for SNFs on 3-23-12, became law on 3-23-10, more than a year before the Management Contract was entered on June 19, 2011. Neither party mentioned compliance program implementation in the Management Contract because it is not a typical or anticipated "Manager" task. MPA has done compliance work before for an additional fee, but never as part of a management contract—compliance is a separate role.

Section 4.3 below is lifted directly from the CCNH contract; it is a new provision designed to clarify the relationship between MPA staff and special consultants. At the time the contract was executed, MPA did not have staff specialists in compliance, nor were any anticipated. The fact that there may be "...special consultants in other areas of operations as Manager may have available in the future" might be construed as requiring MPA to provide compliance services under this section of the contract.

4.3 Manager's Consultants. Manager shall make available to, or obtain the services for, the Home for consultation and advice to the extent deemed appropriate by Manager, the current staff specialists of or available to Manager in areas of operations of facilities similar to Home, including accounting, budgeting, finance, human resources, government programs, insurance, marketing, productivity management, public health surveillance, systems, and procedures, third party reimbursement, and special consultants in other areas of operations as Manager may have available in the future. All expenses under this Section shall be a Manager Expense.

The highlighted sentence indicates that since compliance is a requirement mandated by a government entity, it is clear that it is a home expense.

Section 4.9: Regulatory & Contractual Requirements: Subject to the direction and consent of the Nursing Board, Manager shall attempt to cause all things to be done in and about Home reasonably necessary to comply with the requirements of any applicable constitution, statute, ordinance, law, rule, regulation, or order of any governmental or regulatory body respecting the use of Home or the construction, maintenance, or operation thereof, and with all orders and requirements of the local Board of Fire Underwriters or any other body which may hereafter exercise similar functions. Subject to the direction and consent of the Nursing Board, Manager shall further cause to be discharged all duties with respect to the operation of Home required by any applicable standard, interpretation, ruling, or regulation of the United States Department of Health and Human Services, the Illinois Department of Health, or of any other governmental agency, or entity exercising authority to administer, regulate, accredit, or otherwise set standards for facilities such as Home, **the cost of which shall be a Home Expense.**

Cost Effectiveness

MPA's approach is the most cost-effective way for CCNH to proceed. Establishing a compliance program on its own is expensive:

FTE Added	Base Rate	Benefits @ 35 pct	Total Cost
1.0	\$50,000	\$17,500	\$67,500
1.5	\$75,000	\$26,250	\$101,250
2	\$100,000	\$35,000	\$135,000

Amendment to Management Contract

THIS AMENDMENT TO MANAGEMENT CONTRACT is made and entered into as of the _____ day of _____ 2012 by and between the Champaign County Board, acting on behalf of the County of Champaign, a body politic and corporate owning and operating as Champaign County Nursing Home (the "Home"), and Management Performance Associates, Inc., a Missouri corporation (the "Manager").

RECITALS

- a. The parties hereto have previously entered that certain Management Contract dated June 19, 2011; and
- b. The parties desire to amend the Management Contract for the purpose of changing certain terms and conditions as set forth below.

WITNESSETH

NOW, THEREFORE, the parties agree as follows:

- 1 **Section IV, Manager's Duties**, is amended by adding a new section 4.15, Management of the Compliance Program:

Manager shall be responsible for designing, and overseeing the implementation and ongoing management of, a Compliance Program for Home. Manager shall be responsible for conducting a baseline compliance audit; assisting with policy and procedure development and compliance training; providing strategic guidance for compliance audits; providing ongoing updates to the Compliance Program; serving as a compliance resource to Home; and conducting an annual review of the Compliance Program's effectiveness.

The detailed description of Compliance Program Services as outlined in Exhibit A to this Amendment; the Suggested Timeline for implementation as outlined in Exhibit B to this Amendment; and the Table of Responsibilities as outlined in Exhibit C are hereby incorporated as further documentation of the terms and conditions of this Agreement.

- 2 **Section VI, Management Fee**, is amended by adding after the first paragraph:

Pursuant to Section 4.15, Management of the Compliance Program (above), Manager shall invoice Home the amount of \$40,000 per year for the additional Management Fee for the Compliance Program, payable in monthly payments of

\$3,333.33 in advance. Manager will invoice this service under the line item "MPA Compliance Services." In addition to the Management Fee, direct costs of Manager for expenses such as travel and lodging expenses, long distance telephone, and webinar or other training costs incurred in carrying out the duties of this Contract shall be reimbursed separately by Home on a monthly basis subject to the terms of the Champaign County Travel Policy and monthly review by the Nursing Board.

IN WITNESS THEREOF, the undersigned have executed this AMENDMENT TO MANAGEMENT CONTRACT as of the day and year first written above.

C. Pius Weibel
Chair
Champaign County Board

Michael A. Scavotto
President
Management Performance
Associates, Inc.

Date: _____

Date: _____

Exhibit A

Detailed Description of Compliance Program Services

MPA will work with CCNH to develop a Compliance Program with the following elements:

1. Written policies, procedures, and standards of conduct
2. A designated compliance officer and compliance committee
3. An effective training and education strategy
4. Effective lines of communication
5. Enforcement of standards through well-publicized disciplinary guidelines
6. Internal monitoring and auditing (to be performed by CCNH staff with MPA guidance)
7. Prompt response to detected offenses and corrective action
8. Regular review of Compliance Program
9. Updates to the Compliance Program

Compliance Program development is divided into the following six stages:

I. Assessment of Compliance Status

MPA will work with your staff to assess CCNH's current state of compliance with the nine Compliance Program Components.

This "baseline" compliance audit will be used to:

- Develop written policies, procedures, and goals for each Compliance Program element
- Create a specific action plan for meeting these goals
- Assign responsibility for each action item
- Develop an audit tool to measure the progress of each Compliance Program element

II. Compliance Program Document Development

MPA will draft a Compliance Program document, which will be tailored to organization-specific practices. Building on CCNH's existing compliance practices, MPA will develop P&P for the following Compliance Program elements:

- **Designating a compliance officer and compliance committee**

MPA will work with CCNH to identify a Compliance Officer and Compliance Committee, and define the roles of the officer and committee. MPA will also help delineate how the compliance officer and committee will interface with and report to CCNH.

- **Conducting effective training and education**

The Compliance Program will describe CCNH's plan for compliance related training (including how often employees will be trained and on what topics, and how training is documented).

- **Developing effective lines of communication**

If CCNH does not have one already, MPA will help CCNH develop a toll-free hotline for employees, residents, and others to report potential compliance program violations. MPA will incorporate the hotline availability and the practice of promoting the hotline into the Compliance Program document.

If requested, MPA will develop a dashboard which will be used to report the status of key compliance measures to senior management.

- **Enforcing standards through well-publicized disciplinary guidelines**

MPA will review CCNH's employee handbook to determine whether compliance is sufficiently addressed as an element of evaluating employees and managers. While compliance training and education are designed to prevent disciplinary action, the Compliance Program must state how non-compliance will be addressed. If additional P&P are needed, MPA will work with staff input to develop P&P that include consequences for violating the Compliance Program and failing to detect Compliance Program violations. Corrective action may take the form of employee education. P&P will explain the range of discipline; who is responsible for taking action and how matters are handled; and that disciplinary action will be taken on an equitable basis. These P&P will be listed in the Compliance Program document and become a part of employee training.

- **Responding promptly to detected offenses and developing corrective action**

MPA will review CCNH's P&P for handling internal investigations, and expand them in the Compliance Program document. There will be guidelines for: investigating incidents or reports of alleged non-compliance, including

P&P for developing a proper corrective action plan; self-reporting overpayments; and how to document the investigation and corrective action process.

The Compliance Program document will also include a Code of Conduct setting forth CCNH's basic compliance requirements and guiding principles. Finally, the Compliance Program document will include P&P for compliance with federal and state false claims laws (required by the Deficit Reduction Act for entities that receive or make annual Medicaid payments of at least \$5 million).

III. Development of Policies and Procedures that Target Organization-Specific Compliance Risks

Next, MPA will review CCNH's P&P against OIG compliance guidance; prior surveys; staff input; and the results of the baseline assessment. The P&P development will focus on the compliance risks identified in the baseline assessment.

IV. Training and Education

MPA will develop a training plan for CCNH to implement, which will set out training topics, frequency, and documentation requirements. In addition, MPA will provide the following training programs:

- ▶ General compliance training emphasizing the importance of compliance, and explaining the Compliance Program and how to report non-compliance. This training will be one live seminar or workshop (1 to 2 hours) provided to CCNH employees and County Board members.
- ▶ Two additional training sessions (live seminar, workshop, and/or webinar) addressing two compliance topics identified with CCNH (e.g. HIPAA, managing the QA process; etc.)

With each webinar or seminar, MPA will provide P&P for documenting completion of training and measuring training effectiveness. Training on additional topics and for employees and directors who join CCNH after the above training is complete is available for an additional fee.

V. Auditing and Monitoring

For each compliance risk area, MPA will work with CCNH staff (management, administrative, clinical and/or billing) to develop an audit tool to benchmark CCNH's compliance progress in each compliance risk area. Audit tools include:

random sampling of records or charts, reviewing written contracts, observing clinical staff, assessing HIPAA documentation, evaluating employee training and discipline records, and reviewing compliance report complaint logs and investigative files. Audits will be conducted by CCNH personnel, with direction from MPA.

Audits will be repeated by CCNH at measured intervals as appropriate (monthly, quarterly, annually, or bi-annually, depending on the complexity of the standard and degree of risk involved). After each audit, CCNH will create a results report to be shared with your management staff. Periodically, MPA will review these reports, identify areas needing improvement, update goals, and work with your management staff to develop a plan to achieve these new goals.

VI. Updates and Improvements

MPA will provide ongoing regulatory updates to the Compliance Program. In addition, and in connection with the annual audit, MPA will organize an annual evaluation of the Compliance Program, specifically addressing whether:

- adequate resources are dedicated to compliance
- P&P need to be updated based on audit results
- the Compliance Program is followed by employees
- the roles of Compliance Officer and Compliance Committee need clarification or modification
- further employee education and training are needed
- the reporting mechanism is used
- disciplinary P&P are followed, applied consistently, and effective to prevent non-compliance
- audit techniques successfully identify risk areas and monitor improvements
- investigation and corrective action procedures promptly identify, minimize the effects of, and prevent further non-compliance
- the Compliance Program is sufficiently documented

The results of the evaluation will be reported to senior management along with recommendations for improving the Compliance Program in the following year.

Corporate Support

MPA will serve as a resource to you and will be available to answer questions that may arise regarding the Compliance Program and its policies and procedures.

Ongoing Management of Your Program for Results

The following steps are crucial for continuing a successful program:

- Creating a compliance culture that compliments the organization's mission
- Training and education
- Reviewing the effectiveness of auditing and monitoring
- Assessing the Compliance Program annually
- Updating the Compliance Program based on new regulations, OIG guidance, and improvements in best practices

When performed on an annual basis, the above services, combined with the efforts of your staff, will keep your Compliance Program effective.

Exhibit B Suggested Timeline

Service/Deliverable		Estimated time for completion
I.	Assessment of Compliance Status ("Baseline" Compliance Audit)	Assessment information requests will be sent to CCNH within one month of engagement. Once the information requests are returned to MPA, our analysis will take 8-10 weeks.
II.	Compliance Program Document Development	3-4 weeks from completion of Assessment
III.	Development of P&P that Target Organization-Specific Compliance Risks	3-4 months from completion of Compliance Program document
IV.	Training and Education	
	General compliance training (live, 1-2 hours)	After the Compliance Program document is complete, training materials will be developed within 2 months
	Training on specific compliance issues (live or webinar)	After P&P development is complete, training will be developed within 1 month
	Additional training on additional topics identified by CCNH (if requested for an additional fee)	1-2 months for development of training program and materials
	General compliance training for new employees and directors who join CCNH after the above training has been completed (live or webinar) (if requested for an additional fee)	4-6 weeks to schedule training
	Procedures for documenting training completion and effectiveness	Provided with each training session
V.	Auditing and Monitoring	After the Compliance Program P&P are finalized, MPA will develop audit tools (1-2 months). Audits will be conducted by CCNH, with MPA guidance, at various intervals as needed.
VI.	Updates and Improvement	
	Annual review of Compliance Program Effectiveness	4 weeks, to be performed one year after Compliance Program implementation
	Updates based on regulation, guidance and best practices	Continual; as needed

Our goal is to complete the above services in 12 months. However, actual times may vary, due to unforeseeable scheduling delays, complexities, or expanded compliance needs. It may take more than a year for staff to become compliant with new policies, procedures, and audit functions. However, the written compliance program document, policies and procedures, and training and auditing plans will be in place for CCNH within one year of engagement, assuming cooperation of CCNH.

Exhibit C Table of Responsibilities

Task	MPA Responsibility	CCNH Responsibility
Assessment of Compliance Status	<p>Provide checklists, requests for information</p> <p>Review and analyze responses to requests for information, and develop strengths, weaknesses, and goals</p>	<p>Distribute checklists, requests for information to relevant personnel for completion</p> <p>Provide information about existing compliance policies and procedures</p> <p>Facilitate timely and accurate completion of checklists and requests</p> <p>Participate in discussion about results</p>
Compliance Program Document Development	Draft compliance program document for CCNH	<p>Review and provide feedback on draft documents</p> <p>Disseminate compliance program to employees, directors, and vendors</p>
Develop Policies and Procedures that Target Organization-Specific Compliance Risks	Amend existing policies. Draft additional policies and procedures	<p>Provide existing policies and procedures</p> <p>Review amended policies and new policies</p> <p>Disseminate completed policies and procedures and incorporate them into daily operations</p>
Training and Education	<p>Conduct one compliance training session for department managers and employees</p> <p>Conduct live or webinar training on 2 additional compliance issues, for CCNH staff</p> <p>Develop a plan for how CCNH will conduct, document and evaluate training on an ongoing basis</p>	<p>Work with MPA to identify 2 risk areas appropriate for additional training</p> <p>Identify facility personnel who will provide ongoing employee education (new employee orientation, quarterly, annual in-services)</p>
Auditing and Monitoring	Develop audit tools for each of	Assign responsibility (CCNH staff)

	<p>the risk areas that are a part of the CCNH compliance program</p> <p>Schedule timelines for audits</p> <p>Review ongoing audit results with CCNH staff and monitor results for improvement and effectiveness</p>	<p>for conducting audits</p> <p>Complete the audits and report the results back to MPA</p> <p>Provide feedback to MPA to identify the most effective audit processes</p>
<p>Updates and Improvement</p>	<p>Oversee an annual audit of overall compliance program effectiveness at CCNH</p> <p>Provide updates based on regulations, best practices, and other guidance</p>	<p>Participate in the annual audit; provide requested information to MPA</p> <p>Incorporate updates into training, policies and procedures, and audit process</p> <p>Report new compliance concerns to MPA</p>

CHAMPAIGN COUNTY NURSING HOME BOARD of DIRECTORS
Mary Ellen O'Shaughnessey, Chair
Members: Jan Anderson, Ron Bensyl, Peter Czajkowski, Catherine Emanuel,
LaShunda Hambrick, Robert Palinkas

MEMORANDUM

**TO: Brendan McGinty, Deputy Chair of Finance and MEMBERS of the
 CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE**

FROM: Nursing Home Board of Directors

DATE: July 9, 2012

RE: RELEASE of RFP for RENAL DIALYSIS PROGRAM

At the July 9, 2012 meeting of the Champaign County Nursing Home Board of Directors, we reviewed a proposed program summary and RFP for Renal Dialysis Services at the Champaign County Nursing Home. The Nursing Home Board has been discussing this concept with MPA for several months, as a program to provide a service niche that does not currently exist in Champaign County, and as a program to create an opportunity for the Champaign County Nursing Home to increase its census and ability to recruit Medicare residents. The additional benefit in development of this program is the fact that the Champaign County Nursing Home has space available in the Child Day Care Area that has not been occupied since the Nursing Home facility was opened. It is anticipated that the capital investment will not exceed \$300,000 and will be covered by nursing home cash. We are also looking at alternative options from the vendors that will reduce the initial capital investment. The RFP process is needed to flush out these details and compare our options.

The Nursing Home Board has approved this recommendation to be forwarded to the Champaign County Board for review and consideration of release of RFP.

The relevant documents are included with this Memorandum.

Thank you for your consideration of this proposal. Scott Gima of MPA will be present at your meeting on August 14th to address questions or concerns you may have with regard to this proposal.

Encl.

**Champaign County Nursing Home
In-House Renal Dialysis Program Summary**

Strategic Direction	<p>Create additional Medicare census and revenues for CCNH.</p> <p>Institute an in-facility renal dialysis program that will be available to residents of CCNH.</p>
Problem	<p>New revenue opportunities are limited.</p> <p>Time to develop new services is protracted by regulatory approvals; lead times are long.</p>
Opportunity	<p>Increase CCNH's Medicare census by attracting Medicare hospital discharges that require dialysis. Increasing Medicare census is the primary strategy. CCNH will not be billing or receiving any revenue from dialysis treatments. Dialysis services will be billed and collected by the vendor.</p> <p>Hospital discharge planners have stated that a SNF-based program would be attractive to hospitalized dialysis patients that require skilled nursing Medicare Part A care.</p> <p>In-facility dialysis is not currently offered by any nursing homes in Champaign County or surrounding areas.</p> <p>CCNH residents requiring hemodialysis currently receive treatment at community outpatient dialysis centers.</p>
Background	<p>CCNH must maintain occupancy and maximize its Medicare census in order to remain financially viable. This strategy is universal amongst all area nursing homes. In the Champaign County market, Medicare hospital referrals are a competitive challenge between SNFs. Establishing a service niche is a primary strategy to increase Medicare census.</p> <p>None of the nursing homes in Champaign County provide an in-house dialysis program. CCNH and the other nursing homes currently utilize two outpatient dialysis centers. Patients that travel to local dialysis centers are dialyzed three times a week for four hours, on a Mon/Wed/Fri or Tues/Thurs/Sat schedule. The availability of transportation, treatment days/times leaves little scheduling flexibility based on the needs of the patient. Eliminating transportation is a significant convenience benefit for residents that will also reduce CCNH labor and transportation costs</p> <p>An in-house dialysis program will provide a competitive advantage for CCNH. Hospitalized dialysis patients will prefer to come to CCNH, increasing overall occupancy and, in particular, Medicare census.</p>

<p>Market Analysis</p>	<p>There is demand for the service locally. The target customer is a Medicare A resident discharged from the hospital and in need of renal dialysis services. We studied the most recent three years of publically available dialysis discharges (2008 to 2010) for both Carle and Provena. We discounted the number by 50 percent to assure a conservative projection. We then factored in 30 percent for variation between years, further reducing the available market. We believe that a program at CCNH could sustain an average of 11 dialysis residents.</p> <p>A more detailed discussion of the market analysis is appended to these talking points.</p>
<p>Types of Renal Dialysis</p>	<p>Two Types of Dialysis</p> <p>Peritoneal: The dialysis solution is placed in the abdominal cavity. Effective but not efficient; requires long and/or frequent periods where residents are tethered to a dialysis machine that fills and drains the fluid.</p> <p>Hemodialysis: Traditional treatment for chronic renal failure. The blood is filtered and is typically performed 3 times weekly in a dialysis center; more efficient and much more prevalent than peritoneal</p> <p>Both types are available in Champaign Urbana; the objective for CCNH is to provide hemodialysis through a highly experienced specialty provider. (Offering peritoneal dialysis does not differentiate CCNH from existing programs and does not make a further improvement in the lives of residents.)</p>
<p>Vendor Selection Process and Verification</p>	<p>Three companies are under consideration. Two currently operate locally and have established outpatient programs. The third vendor is based in Chicago and has experience in developing nursing home based dialysis programs. CCNH staff visited one of its Chicago-area operations and was impressed with service delivery, quality of service, and the positive impact the dialysis had had upon the client nursing home (additional revenues plus a reputational boost).</p> <p>Additional site visits are planned for members of the Nursing Home Operating Board.</p> <p>The plan is to select a preferred vendor via the RFP process, much like a professional service evaluation. The process of selecting a vendor will involve professional qualifications, quality of service, proposed organization and delivery of the renal dialysis service, flexibility in dealing with CCNH and its regulatory constraints, experience in skilled nursing environments, and proposed terms and conditions of the service agreement. Other evaluation criteria may be added as the process unfolds. All prospective vendors will be evaluated on a point-rating scale.</p> <p>Once a vendor is selected, CCNH will enter negotiations with the vendor. If</p>

	<p>CCNH cannot strike a mutually beneficial arrangement with the selected vendor, it will move to the next qualified vendor.</p> <p>Much of the success of the program depends upon selecting a vendor compatible with CCNH. The RFP route is the most objective way of choosing a business partner. There will be a significant amount of work developing the renal dialysis service. We believe that this effort will be most effective if it concentrates on a single vendor rather than duplicating multiple options with no clear outcome for either CCNH or the vendor.</p> <p>Once the complete documentation is assembled, the final approval and service agreement will be submitted for approval.</p>
Location	The dialysis service would be located in the CCNH child care center. All three vendors interviewed indicate that this space is ideal for dialysis. The space is currently built to child care standards; it must be upgraded to skilled nursing standards; the cost involves mostly plumbing and wiring.
Capacity	The CCNH dialysis space would contain approximately 6 chairs. Expansion to 8 chairs is a future consideration.
Staffing	Staffing, including physician direction and oversight (A Renal Medical Director), will be provided by the selected vendor. Dialysis is a specialty service and requires specialized training, supervision, protocols, and medical direction.
Licensure	All vendors being interviewed are certified by CMS to provide dialysis services. Some types of licensure may allow the program the flexibility to see additional patients, i.e., patients beyond those supplied by CCNH.
Investment	<p>Approximately \$300,000 for hemodialysis. The investment covers the renovation of the child care area and securing regulatory approvals.</p> <p>Peritoneal dialysis can be implemented at much less cost. However, it will be less efficient, both in terms of staffing, patient through-put and financial return. In addition, peritoneal dialysis is not an option for all patients with chronic renal failure. A peritoneal dialysis program could significantly reduce the program's marketability.</p>
Implementation Period	Estimated at 6 months. Reviews needed: contractual agreement from State's Attorney; plan check by IDPH; final inspection by IDPH, construction, equipment installation, and program startup including staffing.
Return on Investment	<p>If renovation the child care space is renovated for renal dialysis, will the investment be worth it? To make this assessment, we took the projected investment of \$300k and evaluated it against the gain projected in the income statement.</p> <p>The best case occurs if the assumptions in our financial plan are met or exceeded. If the program averages 11 residents and achieves the desired Medicare mix, the program generates a return on investment of 44 percent, an excellent result. The program more than pays for itself inside of one year.</p>

	<p>In a less-than-best case, 6 residents per day are required to break even in one year. CCNH typically serves 2-3 dialysis residents already; the additional volume needed to break-even is small, indicating that the financial risk to the program is also small.</p>
<p>Risk Assessment</p>	<p>Deploying \$300k of CCNH's cash when the State of Illinois is in fiscal crisis is a sound strategic move. A successful program will increase revenue and add significant cash to CCNH's balance sheet. The downside risk is small - \$300k represents about one month's Medicaid reimbursement (excluding resident Social Security). The opportunity to bolster CCNH's cash and standing in the community outweighs the potential to lose \$300k. The return on investment analysis indicates a low break-even point, which serves to mitigate the financial risk.</p> <p>Dialysis patients are typically dual eligible Medicare/Medicaid. CCNH's Medicaid payer mix will increase if a high percentage of Medicare dialysis residents become long-term residents.</p>

Market Demand Analysis

We began our demand analysis estimating the future demographic characteristics of Champaign County seniors. The following table presents the relevant data:

**Senior Population Changes
2010-2015
Champaign County, Illinois**

	2010	2015	Pct Chg
65-74	9,718	11,279	16%
75-84	6,639	6,671	-0-
85+	3,103	3,407	10%
Total Seniors	19,460	21,357	10%
Total County	195,688	201,741	3%

Source: Claritas, Inc

Using data from American Hospital Directory database, we quantified the discharge activities of both Carle and Provena for 2008 thru 2010, the latest years for which data are available. We used DRGs 682 thru 684, which cover patients with End Stage Renal Disease and found three-year total discharges to be 757, or 256 per year.

We opted for a conservative projection and applied the incidence of ESRD as reflected in the hospital discharges to the 2015 projected population for seniors 75+. The calculation looks like this and concludes with an estimated average daily census of 14.

Projected demand, 2015, ages 75+	235
Risk corridor	28%
Market adjusted for risk	168
Market capture rate	50%
Cases to CCNH	84
Medicare Average Length of Stay	60
Census days	545
ADC	14

For projection purposes, we reduced the estimated 14 cases by 20 percent and forecast results based on a census of 11. The rationale for this final reduction in volume is that CCNH customarily has 2-3 renal cases in its daily census. Projecting additional revenues on existing cases would be the equivalent of counting them twice.

The table below is the projected payor mix distribution the new dialysis projections. The largest projected volume is with Medicare. In practice, we expect all admissions to the program to be hospital-generated and, therefore, to be Medicare. Also in practice, not all residents will be discharged to home after the 100-day benefit period ends. This remainder groups constituted the Medicaid and Insurance portion of the projected census.

Renal Dialysis Projected Volume Payor Mix

Payer	Average Census	Mix
Medicare	6	55%
Medicaid	3	27%
Insurance	2	18%
Total	11	100%

Over a 52-week period at 3 treatments per week, annual volume is projected at 1,716 treatments.

Projected Financial Results

The attached schedules present the assumptions underlying the projected performance of the renal dialysis service.

Schedule One is the Summary Income Statement and Expected Return on Investment. The following pages provide the detail behind the Summary Income Statement. For example, the data on Projected Volume contains the forecast volume by payer (Medicare, Medicaid, Private Pay/Insurance) as well as the rates associated with each payer class.

Schedule Two summarizes the revenue assumptions and projected volume.

Schedule 3 details the operating and capital costs related to the dialysis program. These are specified in the schedule and include the additional costs of therapy as well as CCNH's potential capital investment of \$300,000.

Schedule 4 summarizes volume, revenues, and expenses. Because the renal dialysis will create incremental non-labor costs not previously recognized (administrative support, maintenance and utilities, laundry, housekeeping, food service, nursing supplies, etc), these costs considered resulting in a projected gain of \$534,000.

Schedule 1

**Summary Income Statement
Estimated Return on Investment**

Revenues and expenses are based on an average daily census of 11 dialysis residents. This forecast is supported by the demand analysis. Rates are based on current averages for each payer class as are expenses. The break-even analysis concludes that the average of all rates will be approximately \$302 per day; as a result, 2,251 dialysis days, each yielding an average of \$302, will be needed to cover the service's projected costs. In other words, dialysis breaks even at an average census of 6.2 days.

Revenues		\$1,215,120
Expenses		
	Fees to PRS	\$111,540
	PRS transporters	\$51,667
	Therapy Costs, Medicare	\$216,651
	Depreciation/Capital Costs	\$12,000
	Incremental Operating Costs	\$289,507
	Total	\$681,366
	Net Income	\$533,754
	Return on revenue	44%

Break-even Analysis

	Costs, All-In	\$681,366
	Program Revenue	\$1,215,120
	Pt Days in Forecast	4015
	Revenue Per Day	\$302.65
	Revenue Days in Terms of Costs	2251
	ADC (Break-even point)	6.2

Schedule 2

Renal Dialysis Revenue Assumptions and Projected Volume

The selected vendor will bill and collect dialysis treatment revenue. CCNH will not receive any revenue from dialysis treatments. The benefit to CCNH is an increase in Medicare, Medicaid and private pay residents. The revenue rates used are based on CCNH historical data.

Average daily census levels are detailed below – Medicare 6.05, Medicaid 2.97, Pvt Pay/Insurance 1.98. The related mix percentages appear in the next column. The renal dialysis service is clearly aimed at Medicare; Medicaid and Pvt Pay volumes represent Medicare admissions that become long term residents at the end of their Medicare coverage period.

Based on a 6 Chair Dialysis Clinic

Average census	Mix
Medicare	55%
Medicaid	27%
Insurance	18%
Model input Total	11 100%

CCNH Medicare Mix at 10-1-2010

Class	Pct Total	Rate
RUX	1%	\$883.58
RUL	2%	\$861.13
RUB	45%	\$644.6
RVX	1%	\$799.47
RVL	2%	\$709.65
RVB	30%	\$475.48
RMX	1%	\$679.18
RML	2%	\$621.44
ES3	2%	\$671.97
ES2	3%	\$526.01
HE2	5%	\$453.84
HE1	6%	\$376.85
	100%	

	Pt Days	Rate	Revenue
Medicare	2208	\$ 425	\$ 938,506
Medicaid	1084	\$ 121	\$ 130,628
Medicaid FFP	1084	\$ 18	\$ 19,513
Insurance	723	\$ 175	\$ 126,473
Total	4015		\$ 1,215,120
ADC	11		
Average Rate		\$ 302.65	

Schedule 3

Renal Dialysis Operating and Capital Expense Assumptions

Projected operating expenses are summarized below. CCNH will be charged a treatment fee that will be paid to the dialysis vendor. This is a standard industry practice in both long term care and acute care when dialysis services are provided by a vendor.

Because the majority of Medicare admissions receive therapy services, the additional Medicare volume will have associated increases in therapy costs. Therapy costs are based on CCNH's current contract with Alliance Rehab.

The capital investment represents the renovation of the child care space. It is based on an estimate from a local contractor. The figures will be updated. The estimates for two possible schemes were \$235k and \$265k. We increased that estimate to \$300k to cover the soft costs related to any construction project.

CCNH Fees to Dialysis Company

Treatments per year		1,716	(52 weeks x 3 txs x 11 pts)
Charge per tx	\$	65.00	
Annual cost	\$	111,540	

Salaries of 2 Transporters

Hours worked		3,744	(52 weeks x 36 hrs x 2)
Hourly rate	\$	12.00	
Annual wages	\$	44,928	
Benefits & Taxes	\$	6,739	
Annual cost	\$	51,667	

Total additional costs \$ 163,207

Additional Cost Per Patient Day \$ 41

Therapy costs per day, excl Part B \$ 98.11

Projected Medicare days 2,208

Medicare therapy associated with Renal \$ 216,651

Capital investment, estimated \$ 300,000

Depreciation basis 25 years

Annual Depreciation expense \$ 12,000

Schedule 4

**Annual Volume (days) - Revenues/Expenses
Gain (Loss)**

This schedule summarized volume, revenues and expenses and calculates an incremental gain. The previous schedule summarized the increase in the dialysis program operating expenses. In the below schedule, an increase in regular operating expenses is also factored into the financial analysis of the dialysis program. Since CCNH will incur regular operating support costs for delivering 4,015 extra days of service, an increase in variable operating costs is factored into the expenses. These costs are factored in based on \$5 million in variable operating costs (see below for detail).

Annual Volume (Days)		
	Medicare	2208
	Medicaid	1084
	Pvt Pay	723
	Total	4015
	ADC	11

Revenues	Annual	
	Medicare	\$938,506
	Medicaid	\$150,141
	Pvt Pay	\$126,473
	Total	\$1,215,120

Expenses		
	Fees to PRS	\$111,540
	PRS transporters	\$51,667
	Therapy costs, Medicare	\$216,651
	Depreciation	\$12,000
	Interest expense	
	Total	\$391,859

Incremental Gain \$823,261

CCNH Variable Costs \$4,573,102 Budgeted FY 2012
Variable Costs \$5,000,000

Projected days 69,342 Budgeted FY 2012
Expense per day \$72.11
Renal volume 4,015
Incremental costs, routine \$289,507

Gain (Loss) \$533,754

Variable Cost Detail

Admin	\$1,355,126
Environ	\$551,394
Laundry	\$38,728
Maint	\$177,389
Nursing	\$1,910,075
Activities	\$5,594
Soc Svc	\$2,389
Dietary	\$531,330
Beauty Shop	\$1,077
Total	\$ 4,573,102

Steps Needed to Implement Renal Dialysis Program

Identify Community Need	Done
Verify Market Demand	Done
Establish Ability of CCNH to Offer Renal Dialysis	Done
Determine Initial Scope of Program including Initial Investment and Continuing Operating Requirements	Done; preferred location is CCNH Child Care space, currently unoccupied Construction costs, if and when required, will need to be updated
Develop Pro Forma Income Statement including Returns on Investment within Current Reimbursement Levels	Done; feasibility established; low break-even point translates to low financial risk
Licensing Requirements	Through IDPH <i>Caveat:</i> The long-term care division of IDPH is being consolidated with acute care. As a result, there is likely to be a period where IDPH is not as responsive as it has been in the past – or – there may be periods of confusion as the departments wrestles with new procedures regarding plan check and facility inspection. There could be a longer implementation period if and when construction is involved.
Vendor Selection	To be accomplished; RFP process recommended as being most efficient and effective
Professional Services Agreement	To be negotiated with successful vendor; to include responsibilities of vendor and CCNH. To be developed in conjunction with State's Attorney
Final Approvals	Nursing Board, then County Board
Implementation Period	Initial estimate is six months, assuming construction is involved. See <i>Caveat</i> under Licensing requirement, above



Champaign County RFP 2012-004

**Request for Proposal for the Provision of Renal Dialysis Services
Champaign County Nursing Home
Urbana Illinois**

June 13, 2012

The Project

Champaign County Nursing Home (CCNH) is a 243-bed skilled nursing facility owned and operated by the Champaign County Board. The facility has an active Medicare rehab program plus a dementia program certified by the Illinois Department of Public Health (IDPH).

CCNH is a replacement facility and has been in its new building since early 2007. All functions and services are on a single level.

CCNH is organized and its employees are represented by AFSCME.

CCNH wishes to expand its services to include renal dialysis. CCNH has space that can be converted to dialysis use. The space is currently licensed to child care standards and must be renovated to conform to Life Safety Code and other regulatory requirements for skilled nursing facilities. Any construction activities will be subject to the review, approval, and licensure by IDPH. Accordingly, prior experience with IDPH is desirable. A Certificate of Need is not required.

The child care space is within the nursing home and is easily accessible. It can accommodate a renal dialysis service of approximately 2,300 square feet. The initial project contemplates 6-8 dialysis stations. Several sketches of the space are attached as Exhibit A. CCNH will be responsible for renovating the facility.

There are two acute care hospitals in Champaign County. Both are in close proximity to CCNH. Provena Covenant Medical Center has 268 licensed beds. Carle Foundation Hospital has 282. Both provide renal dialysis services.

Based on hospital renal discharges over the past three years, CCNH believes that a market exists for a program based in a skilled nursing facility and has prepared demand forecasts based upon 6 stations. All proposers are encouraged to verify the existence of a market prior to responding to this proposal. CCNH's market data is presented in Exhibit B. All proposers are encouraged to submit their own demand estimates and suggest changes to the initial project scope of 6 stations.

Scope of Services

CCNH desires to offer renal dialysis services in the form of peritoneal, hemo, or both, to residents admitted directly from an acute care hospital after a qualifying Medicare stay. CCNH will provide Medicare Part A rehab services. The successful renal partner will provide dialysis services, presumably under Medicare Part B. Each party will bill independently and will be responsible for meeting all regulatory and compliance requirements of its operation.

While CCNH may agree to pay a service or treatment fee of some type, it will not subsidize the renal dialysis service.

The successful renal partner will be responsible for its own licensure, staffing, medical direction, quality assurance, and business performance. However, because both CCNH and the renal dialysis services will be so closely intertwined, extreme scrutiny will be given to clinical quality and to the medical direction that is so important to maintaining high standards of service.

Qualifications, Experience, and Licensure

Each respondent must provide detailed information regarding the scope of its business. CCNH is particularly interested in the experience of the company and its ability to deliver high clinical quality within a skilled nursing environment. Each company's approach to medical direction and to recruiting, training, and retaining staff within the dialysis unit are critical factors for CCNH to appreciate and evaluate.

Site visits to company operations within reasonable distance of Champaign County would be desirable.

Contract for Services

CCNH intends to enter in a professional services agreement with the successful renal partner. Medical liability in the amount of \$1M/\$3M coverage is an expected minimum. The renal provider will provide all dialysis staff, licenses and permits, and insurance coverage for the usual and customary business situations, such as unemployment, workers' compensation, FICA-Medicare, general liability, and property.

An initial contract term of three (3) years is anticipated.

Submittals

Submittals should include the following:

- Detailed description of the renal dialysis program proposed for CCNH along with its organization and a plan for its implementation;
- The depth and capability of company including its scope of operations, management support, and a list of operating sites with specific reference to several that CCNH can visit;
- The company's experience in skilled nursing environments;
- The Medical Director proposed for the renal dialysis service along with his/her qualifications and credentials;

- The clinical quality results that CCNH can expect and the program the company uses to assure quality outcomes;
- The staffing pattern for the dialysis service including the types of personnel required by job class; include the company's approach to retaining critical clinical personnel and its success in recruiting staff in smaller markets like Champaign County;
- The equipment the company intends to provide in support of the dialysis service;
- The approach that the company will take to marketing the renal dialysis service and assuring a steady flow of referrals to CCNH;
- The professional resources that the company can make available to CCNH in converting the child care space to renal dialysis use;
- A draft professional services agreement with suggested terms and conditions.

Evaluation Criteria

Proposals will be evaluated on the following criteria:

Comprehensiveness of program, organizational depth, clinical experience	100 points
Quality <i>and availability</i> of professional services; ability to deliver high level clinical outcomes	100 points
Reputation and references	100 points
Experience in skilled nursing environments	75 points
Marketing support	50 points
Terms and conditions	50 points

Submit to:

Charles S. Schuette
 Administrator
 Champaign County Nursing Home
 500 South Art Bartell Road
 Urbana, IL 61802
 217-384-3784 x5200

Submit By: 2pm on Monday, July 2, 2012

Exhibit A

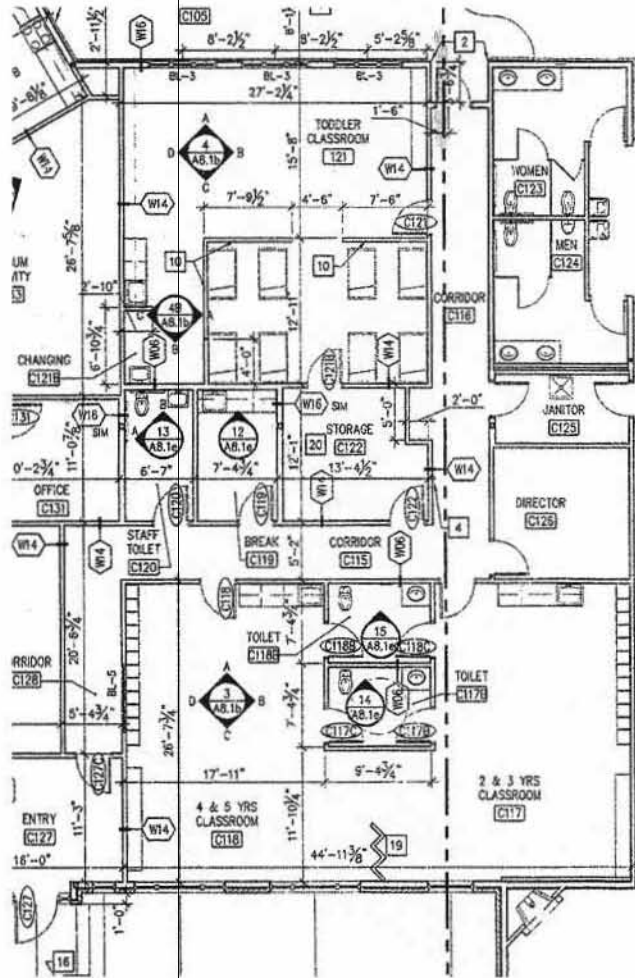
Sketches of Child Care Space

- 1) Existing Partial Floor Plan and Scheme A**
- 2) Schemes B and C**

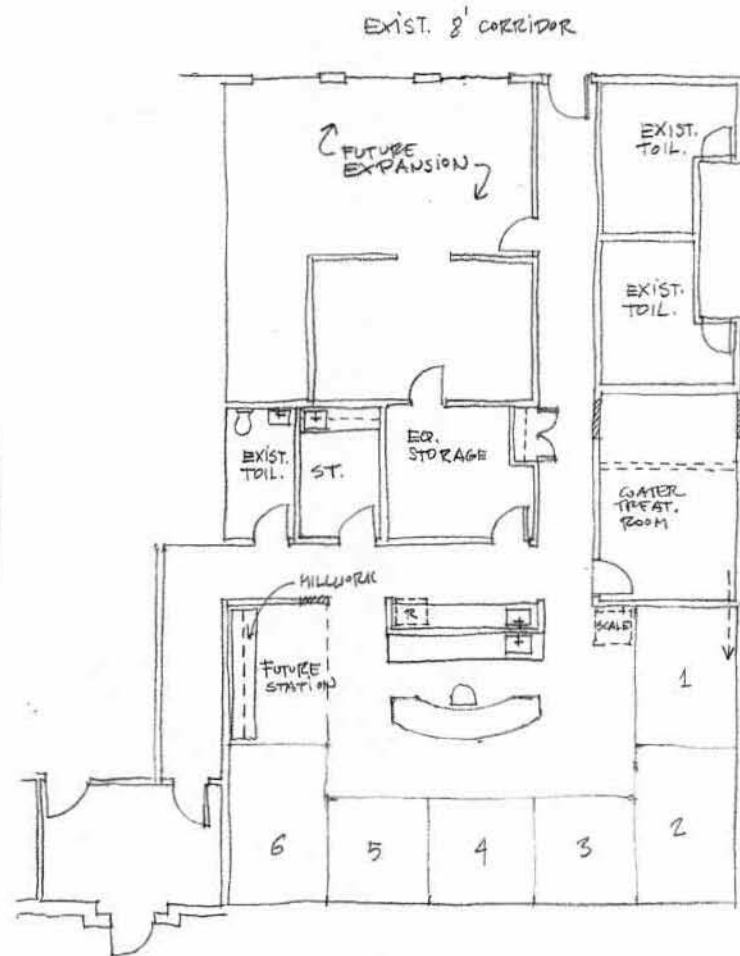
Champaign County Nursing Home Dialysis Center

Urbana, Illinois

December 02, 2011



1 EXISTING PARTIAL FLOOR PLAN
SCALE: 1/8"=1'-0"



CCNH - DIALYSIS
SCHEME "A"

12/01/11

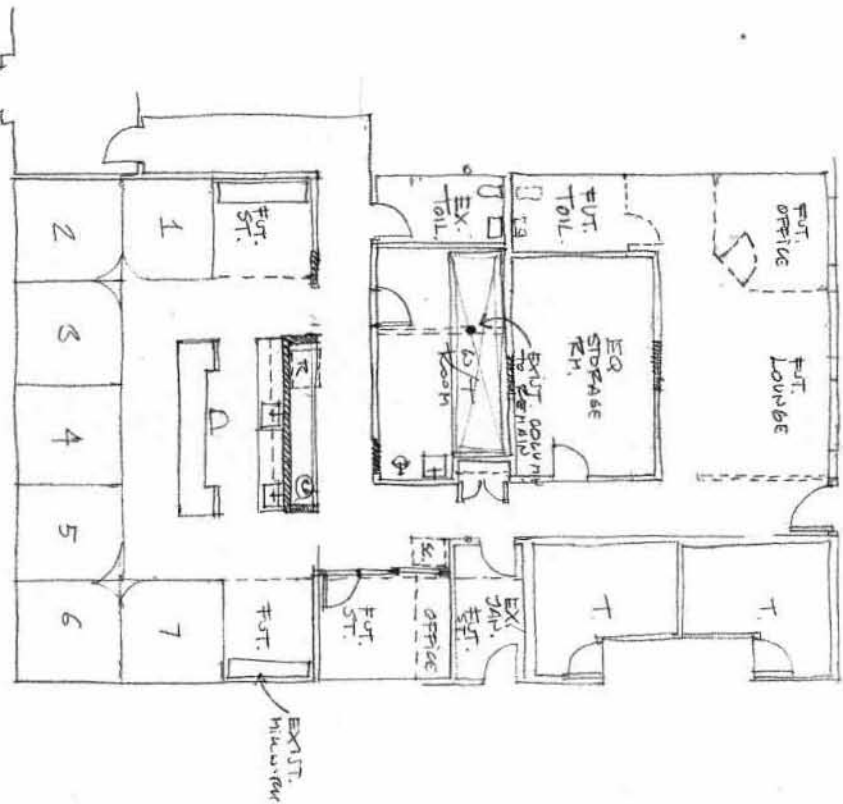
2 PROPOSED FLOOR PLAN - 2,300 S.F.
SCALE: 1/8"=1'-0"



**Champaign County Nursing Home
Dialysis Center
Urbana, Illinois**

December 02, 2011

EXIST. 8' CORRIDOR



CCNH - DIALYSIS
SCHEME "B"

1 PROPOSED FLOOR PLAN - 2,250 S.F.
SCALE: 1/8" = 1'-0"

12/01/11



CCNH - DIALYSIS
SCHEME "C"

2 PROPOSED FLOOR PLAN - 1,800 - 2,100 S.F.
SCALE: 1/8" = 1'-0"

12/01/11

Exhibit B

Champaign County Market Demand Data

Champaign County Market stats

Renal dialysis

Population Projections

Claritas Inc

	2010	2015	chg	in pct
65-74	9718	11279	1561	16%
75-74	6639	6671	32	0%
85 and over	3103	3407	304	10%
Total Seniors	19460	21357	1897	10%
Total County	195688	201741	6053	3%

Hospital Discharge Activity by DRG

DRG 682 Renal Failure w/MCC
 683 Renal Failure w/CC
 684 Renal Failure w/o CC/MCC

Source American Hospital Directory, Medicare Cost Reports

		Provena	Carle	Total	Pct of All Seniors	Pct of 75+
For 2008						
DRG	682	67	65	132		
	683	85	85	170		
	684	0	15	15		
	Total	152	165	317	0.01629	0.03254
For 2009						
DRG	682	44	57	101		
	683	36	74	110		
	684	12	0	12		
	Total	92	131	223	1%	2%
				pct chg	30%	30%
For 2010						
DRG	682	44	55	99		
	683	48	53	101		
	684	12	15	27		
	Total	104	123	227	1%	2%
				pct chg	28%	28%

3-yr total 767
 3-yr average 255.7

Projected Demand 2015

	All Seniors	Seniors 75+
	249.1	234.8

Risk Corridor	28%
Mkt Adjusted for Risk	168.2
Mkt Capture Rate	50%
Cases to CCNH	84.1
ALOS Medicare	60
Census Days	5044.8
ADC	13.8

Projected Demand 2015

	All Seniors	Seniors 75+
	249.1	234.8
Risk Corridor		28%
Mkt Adjusted for Risk		168.2
Mkt Capture Rate		50%
Cases to CCNH		84.1
ALOS Medicare		60
Census Days		5044.8
ADC		13.8

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE
ILLINOIS DEPARTMENT OF CHILDREN AND FAMILY SERVICES AND THE
____Champaign County State's Attorney____
FOR PROFESSIONAL SOCIAL AND CHILD WELFARE SERVICES**

CDC__STA_ Program Name__Legal Services__ Contract #_3695579013--STA3810003_

The Parties to this Intergovernmental Agreement are the State of Illinois, Department of Children and Family Services ("DCFS") and __Champaign County State's Attorney__ ("University," "Contractor," or "Public Agency"), a State of Illinois governmental entity or public college or university. The terms "University," "Contractor," and "Public Agency" are used interchangeably in the Intergovernmental Agreement and Attachments without any intended differences in meaning.

WHEREAS, the DCFS was created to provide social and child welfare services as defined in the Children and Family Services Act, 20 ILCS 505/5(a)(3), to children and their families, operate children's institutions, and provide certain other rehabilitative and residential services as enumerated in the Children and Family Services Act, 20 ILCS 505/1 et seq.

WHEREAS, the DCFS is designated the single State of Illinois agency for the planning and coordination of child abuse and neglect prevention programs and services. Its responsibilities also include administering child abuse prevention shelters and service programs for abused and neglected children, and/or providing for their administration by not-for-profit corporations, community-based organizations, or units of local government pursuant to the Children and Family Services Act, 20 ILCS 505/4a, providing a sufficient number of placement and other resources of sufficient quality and variety to meet the needs of children and families as specified in individual case plans pursuant to the Children and Family Services Act, 20 ILCS 505/6a, and establishing and maintaining child welfare services and ensuring the availability of services and care on an equal basis throughout the State to children requiring such services pursuant to the Children and Family Services Act, 20 ILCS 505/5(c).

WHEREAS, the DCFS is authorized to enter into contracts for professional social and child welfare services on behalf of the children, youth, and families it serves, including programs for the research, demonstration or practice development for the prevention or treatment of child abuse and neglect pursuant to Title 89, Ch. III, Subchapter c, Part 357 and Title 89, Ch. III, Subchapter c, Part 360 respectively, as well as the Children and Family Services Act, 20 ILCS 505/4a and 20 ILCS 505/5, and the Child Care Act of 1969, 225 ILCS 10 et seq.

WHEREAS, the ____ Champaign County State's Attorney __ offers professional social and child welfare services, including programs for the research, demonstration or practice development for the prevention or treatment of child abuse and neglect.

WHEREAS, the DCFS wishes to obtain certain professional social and child welfare services to assist it in meeting its non-delegable, statutory duties from __ Champaign County State's Attorney __ pursuant to a contractual agreement and the University, Contractor, or Public Agency wishes to provide the requested services in accordance with the terms specified in this Intergovernmental Agreement.

WHEREAS, both the DCFS and Champaign County State's Attorney are public agencies as defined in the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/2(1).

WHEREAS, the DCFS and Champaign County State's Attorney are entering into this Intergovernmental Agreement pursuant to the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the Parties hereby agree as follows:

I. Term

This Intergovernmental Agreement has an initial term of 12 months. This Intergovernmental Agreement shall be effective on 07/01/2012 and shall expire on 06/30/2013. If an effective date is not identified, this Intergovernmental Agreement shall commence upon the last dated signature of the Parties. In no event will the total term of this Intergovernmental Agreement, including the initial term, and any renewal terms and any extensions, exceed 10 years. The Contractor, its agents, employees and/or subcontractors shall not submit invoices for billable work in furtherance of this Intergovernmental Agreement prior to the final execution of the Intergovernmental Agreement by both Parties.

A. Renewal. Subject to the maximum total term as identified above, the DCFS has the option to renew for the following term(s):

N/A

Pricing for the renewal term(s), or the formula for determining price is shown in Section VIII, Pricing, of this Intergovernmental Agreement.

Any renewal is subject to the same terms and conditions as the original Intergovernmental Agreement except as stated below in this Subsection. The DCFS may renew this Intergovernmental Agreement for any or all of the option periods specified, may exercise any of the renewal options early, and may exercise more than one option at a time based on continuing need and favorable market conditions, when in the best interest of the DCFS. The Intergovernmental Agreement may not renew automatically, nor may the Intergovernmental Agreement renew solely at the Contractor's option.

II. Termination

A. Termination for Cause. The DCFS may terminate this Intergovernmental Agreement, in whole or in part, immediately upon notice to the Contractor if: (a) the DCFS determines that the actions, or inactions, of the Contractor, its agents, employees or subcontractors have caused, or reasonably could cause jeopardy to health, safety, or property or (b) the Contractor has notified the DCFS that it is unable or unwilling to perform the requirements reflected in this Intergovernmental Agreement. If the Contractor fails to perform to the DCFS' satisfaction any material requirement of this Intergovernmental Agreement, is in violation of a material provision of this Intergovernmental Agreement, or the DCFS determines that the Contractor lacks the financial resources to perform the Intergovernmental Agreement, the DCFS shall provide written notice to the Contractor to cure the problem identified within the period of time specified in the DCFS' written notice. If not cured by that date, the DCFS may either: (a)

immediately terminate the Intergovernmental Agreement, in whole or in part, without additional written notice or, (b) enforce the terms and conditions of the Intergovernmental Agreement.

For termination due to any of the causes contained in this Section, the DCFS retains its rights to seek any available legal or equitable remedies and damages.

- B. Termination for Convenience. Either Party may, for its convenience and with 30 days prior written notice to the other Party, terminate this Intergovernmental Agreement, in whole or in part, without the payment of any penalty or incurring any further obligation to the other Party. The Contractor shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this Intergovernmental Agreement, up to and including the date of termination.

III. Description of Supplies and Services

- A. Goal. To utilize the knowledge and expertise of the Contractor that is lacking in the DCFS' staff, and to obtain supplies and services necessary to help the DCFS meet its non-delegable statutory responsibilities.
- B. Supplies and Services Required. Services delivered by the Contractor shall comply with all DCFS rules, regulations, procedures, protocols, and policy guides (available for viewing on the DCFS website at www.state.il.us/dcfs), all of which are hereby incorporated by reference and made a part of this Intergovernmental Agreement. The contractual service requirements are identified in the Intergovernmental Agreement Program Plan/Scope of Services attached hereto.
 - (a) In the event of a conflict between a provision(s) of the Intergovernmental Agreement Program Plan/Scope of Services and any other Intergovernmental Agreement requirement(s), the Intergovernmental Agreement requirement(s) shall apply.
- C. Milestones and Deliverables. The Contractor shall not perform services, provide supplies or incur expenses in an amount exceeding the amount stated in Section VIII. Pricing, unless the DCFS has authorized a higher amount in writing prior to the Contractor performing the services, providing the supplies, or incurring the expenses.
- D. Contractor/Staff Specifications. Any staff specifications are detailed in the attached Intergovernmental Agreement Program Plan/Scope of Services.

IV. Assignment and Subcontracting

- A. This Intergovernmental Agreement may not be assigned, transferred in whole or in part, by the Contractor without the prior written consent of the DCFS. The Contractor understands and agrees that this Intergovernmental Agreement, or any portion of this Intergovernmental Agreement, may not be sold, assigned or transferred in any manner and that any actual attempted sale, assignment or transfer without prior written approval of the DCFS shall render this Intergovernmental Agreement immediately null and void.

- (a) This Intergovernmental Agreement or any part thereof shall not be subcontracted, assigned or delegated without a signed subcontract on file with the Contractor. The Contractor is required to use the Subcontract Agreement and Standard Certifications (Form CFS 968-10, Rev. 5/2012) accompanied by the Disclosures and Conflicts of Interest sworn certification for all service subcontracts.
- (b) Subcontracted services shall be provided pursuant to a written contract between the subcontractor and the Contractor and shall comply with all provisions contained in this Intergovernmental Agreement. The Contractor shall remain responsible and liable for the performance of any person, organization, or corporation with which it contracts.
- (c) To the extent that the Contractor chooses a subcontractor that provides the same or similar service to the DCFS, the subcontractor shall include a clause that states the subcontractor is not charging the Contractor more per unit of service than it charges the DCFS for the same service.

B. For purposes of this Section, subcontractors are those specifically hired to perform all or part of the work covered by the Intergovernmental Agreement or to provide to the Contractor some or all of the goods, services, property, remuneration, or other forms of consideration that are the subject of this Intergovernmental Agreement.

C. Will subcontractors be utilized? Yes No

If subcontractors will be used, the Contractor shall identify below the names and addresses of all subcontractors that the Contractor will be entering into a contractual agreement with in the performance of this Intergovernmental Agreement, together with a description of the work to be performed by the subcontractor and the anticipated amount of money that each subcontractor is expected to receive pursuant to this Intergovernmental Agreement. Please attach additional pages if necessary. Each subcontractor shall complete the Subcontract Agreement and Standard Certifications (Form CFS 968-10, Rev. 5/2012) accompanied by the Disclosures and Conflict of Interest Sworn Certification. The Contractor shall provide to the DCFS a copy of any subcontract within 20 days of execution of this Intergovernmental Agreement or after execution of the subcontract, whichever is later. The Contractor agrees to systematically and accurately track all monies billed by its subcontractors under applicable subcontracts. The Contractor must accurately report those services provided by subcontractors and who is ultimately receiving State funds, in order to prevent conflicts of interest and possible financial improprieties.

Subcontractor Name _____
 Address _____
 Amount to be paid _____
 Description of Work _____

Subcontractor Name _____
 Address _____
 Amount to be paid _____
 Description of Work _____

- D. The Contractor shall notify the DCFS of any additional or substitute subcontractors hired during the term of this Intergovernmental Agreement. The Contractor shall provide to the DCFS a copy of all such subcontracts within 20 days of execution of each subcontract.

V. Transportation and Delivery

- A. Where Services Are To Be Performed. Unless otherwise specified in this Section, all services shall be performed in the United States. If the Contractor creates or manufactures the supplies or performs the services purchased hereunder in another country in violation of this provision, such action may be deemed by the DCFS to constitute a breach of the Intergovernmental Agreement by the Contractor. The Contractor shall disclose the locations where the services required shall be performed and the known or anticipated value of the services to be performed at each location. If the Contractor received additional consideration in the evaluation based on work being performed in the United States, it shall be a breach of this Intergovernmental Agreement if the Contractor shifts any such work outside the United States.

Location where services will be performed _____
Value of services performed at this location _____

Location where services will be performed _____
Value of services performed at this location _____

- B. Performance. Any work performed on DCFS premises shall be performed in a manner that does not interfere with the DCFS and its personnel.

VI. Warranties For Supplies and Services

- A. The Contractor warrants that the supplies furnished under this Intergovernmental Agreement will (a) conform to the standards, specifications, drawing, samples or descriptions furnished by the DCFS or furnished by the Contractor and agreed to by the DCFS, including but not limited to all specifications attached as exhibits hereto; (b) be merchantable, of good quality and workmanship, and free from defects for a period of twelve months, and fit and sufficient for the intended use; (c) comply with all federal and state laws, regulations and ordinances pertaining to the manufacturing, packing, labeling, sale and delivery of the supplies; (d) be of good title and be free and clear of all liens and encumbrances and; (e) not infringe any patent, copyright or other intellectual property rights of any third party. The Contractor agrees to reimburse the DCFS for any losses, costs, damages or expenses, including without limitations, reasonable attorney's fees and expenses, arising from failure of the supplies to meet such warranties.
- B. The Contractor shall insure that all manufacturers' warranties are transferred to the DCFS and shall provide a copy of the warranty. These warranties shall be in addition to all other warranties, express, implied or statutory, and shall survive the DCFS' payment, acceptance, inspection or failure to inspect the supplies.
- C. The Contractor warrants that all services will be performed to meet the requirements of the Intergovernmental Agreement in an efficient and effective manner by trained and competent personnel. The Contractor shall monitor performances of each individual and shall reassign immediately any individual

who is not performing in accordance with the Intergovernmental Agreement, who is disruptive or not respectful of others in the workplace, or who in any way violates the Intergovernmental Agreement or DCFS policies.

VII. Reporting, Status, and Monitoring Specifications

- A. The Contractor shall immediately notify the DCFS of any event that may have a material impact on the Contractor's ability to perform the Intergovernmental Agreement.
- B. By August 31 of each year, the Contractor shall report the number of qualified veterans and certain ex-offenders hired during the Contractor's last completed fiscal year. The Contractor may be entitled to employment tax credit for hiring individuals in those groups (35 ILCS 5/216, 5/217).
- C. Breach. Should the Contractor breach the Intergovernmental Agreement and not cure any breach susceptible of being cured within the time specified by the DCFS, the DCFS may cancel the Intergovernmental Agreement and seek any available legal or equitable remedies, including but not limited to monetary damages and reasonable attorney fees and costs.
 - (a) The Contractor agrees to immediately notify the DCFS of service of summons on the Contractor of an action against the Contractor for any and all liability, loss, damage, cost or expenses including attorneys' fees, arising from the acts or omissions of the Contractor and/or its employees and/or subcontractors relating to services delivered by the Contractor to the DCFS.
 - (b) All DCFS Contractors and Grant recipients are required to identify their staff responsible for contract monitoring and require that they attend trainings provided by the DCFS on the Intergovernmental Agreement requirements and DCFS rules and procedures. The Contractor trainings will be required annually and within three months of the Contractor employees' assumption of Intergovernmental Agreement monitoring responsibilities.
 - (c) The Contractor shall submit quarterly reconciliation and budget reviews to the DCFS as specified in the Intergovernmental Agreement Program Plan/Scope of Services.
- D. Other Specifications. The State Supplemental Provisions are expressly incorporated by reference into this Intergovernmental Agreement.

VIII. Pricing.

- A. Method and Rate of Compensation. The DCFS will compensate the Contractor for the initial term as follows:

- Hourly
- Monthly
- Annually
- Project
- Item (show unit of measure and rate)
- Other

B. Type of Pricing. Pricing under this Intergovernmental Agreement is:

- Firm _____
 Estimated \$36,000.00

C. Renewal Compensation. If this Intergovernmental Agreement is renewed, the price shall be at the same rate as for the initial term unless a different compensation, or formula for determining the renewal compensation, is stated in this Section.

(a) The DCFS reserves the right to modify the Intergovernmental Agreement amount based on prior year expenditures or projected utilization.

D. Expenses. Unless otherwise agreed upon and stated herein, this Intergovernmental Agreement does not allow for reimbursement of any expense incurred by the Contractor, including but not limited to telephone or other communications device, postage, copying, travel, transportation, lodging, food and per diem. Any approved travel expenses shall be reimbursed in accordance with the Travel Regulation Council and Governor's Travel Control Board rules.

E. Discount. N/A % discount for payment within _____ days of receipt of invoice.

F. Contractors are expressly prohibited from charging DCFS clients and the public for services encompassed by this Intergovernmental Agreement and materials that arise out of the performance of this Intergovernmental Agreement.

IX. Invoicing

The Contractor shall provide accurate and timely invoices on a monthly basis, unless the Intergovernmental Agreement Program Plan/Scope of Services identifies a different time period for invoice submission. The submission of invoices may also correspond to milestones or deliverables, or completion of the Intergovernmental Agreement by written agreement of the Parties. Invoices should be sent to the individual and address outlined in the attached Intergovernmental Agreement Program Plan/Scope of Services.

A. Such invoices shall be submitted within 30 days after the end of each month (unless otherwise stipulated in this Intergovernmental Agreement) in which services are provided and shall include information to support the claim for payments, as may be requested by the DCFS.

X. Payment Terms and Conditions

A. By submitting an invoice, the Contractor certifies that the supplies or services provided meet all requirements of the Intergovernmental Agreement, and the amount billed and expenses incurred are as allowed in the Intergovernmental Agreement. Invoices for supplies purchased, services performed and expenses incurred through June 30 of any year must be submitted to the DCFS no later than July 31 of that year; otherwise the Contractor may have to seek payment through the Illinois Court of Claims (30 ILCS 105/25). All invoices are subject to statutory offset (30 ILCS 210).

- B. The DCFS shall process vouchers for payment within 60 days of verification, except in the lapse period beginning July 1, at which time the DCFS shall make reasonable efforts to process vouchers for payment within 30 days of voucher verification. The Contractor waives the right to full payment if vouchers, reporting forms or required supporting information are submitted later than 30 days after the end of the fiscal year or more than 30 days following the expiration or termination of the Intergovernmental Agreement, whichever is first.
- C. The Contractor agrees that the DCFS reserves the right to correct any mathematical or computational error(s) in the payment subtotals or total contract obligation.
- D. The DCFS Director may authorize advance disbursements for any new program initiative to any agency contracting with the DCFS. As a prerequisite for an advance disbursement, the Contractor must post a surety bond in the amount of the advance disbursement and have a purchase of service contract approved by the DCFS. (20 ILCS 505/5) (Ch. 23, Par. 5005) Bond must be submitted within 10 days of the effective date of the contract. The bond must be from a surety licensed to do business in Illinois by the Illinois Department of Insurance or other applicable regulatory entity. An irrevocable letter of credit from an Illinois financial institution in good standing is an acceptable substitute. The form of surety must be acceptable to the DCFS.
- E. All changes to the Intergovernmental Agreement, Budget, and Program Plan/Scope of Services must be expressly pre-approved by the DCFS in writing.
- F. The Contractor certifies that the funds awarded and payments made pursuant to this Intergovernmental Agreement shall be used only for the specific purposes authorized in the approved Intergovernmental Agreement, Budget, and Program Plan/Scope of Services. Contractor shall also be required to make such certification with all payment vouchers and billing invoices submitted to the DCFS.
- G. All excess revenue must be returned to the State and excess revenue calculations will be made in accordance with DCFS Rules and Procedures. Upon request by the DCFS, the Contractor must document the nature of costs funded by excess revenue dollars. The DCFS shall notify the Contractor of the excess revenue calculation.
 - (a) When all of the contracts with one provider expire or terminate prior to the end of a fiscal year, the revenue and expense sections of the DCFS' cost report shall be submitted with an opinion from a certified public accountant within 30 days after expiration or termination. The DCFS shall issue a determination of excess revenue pursuant to DCFS Rule and Procedure. No later than 15 days after notification, the Contractor shall return by check(s) (with DCFS agreement numbers identified on all checks and/or correspondence) any excess revenue due.
 - (b) All checks shall be made payable to:

Treasurer, State of Illinois
c/o Illinois DCFS of Children & Family Services
406 East Monroe Street, Station #412
Springfield, IL 62701

H. To the extent applicable, the Illinois Grant Funds Recovery Act (30 ILCS 705) limits the period of time that State Grantor agencies may allow Grant funds to be available for expenditure by Grantees. It also establishes authority and requirements for the recovery of Grant funds held by the Grantee.

- (a) The Grant funds expenditure report shall constitute the initial basis for fiscal closeout of any Grant agreement and compliance with the Grant Funds Recovery Act. If the expenditures and unliquidated obligations reflected in the Grant funds expenditure report fully account for all Grant payments made to the Grantee under an agreement with DCFS and any interest earned by the Grantee on those payments, the Grant shall be closed out subject only to any potential future audit.
- (b) Should the expenditures and unliquidated obligations reflected in the Grant funds expenditure report not exhaust the amount of Grant payments and Grantee interest earnings, the Grantee may effect fiscal closeout of the Grant by remitting to the DCFS Grant Administrator the amount that Grant expenditures and unliquidated obligations do not exhaust the amount of Grant payments and Grantee interest earnings. Such return shall be by check(s) (with the DCFS Grant number identified on all checks and/or correspondence) in accordance with all appropriate rules and requirements and shall be made payable to:

Treasurer, State of Illinois
c/o Illinois DCFS of Children & Family Services
406 East Monroe St.
Station #412
Springfield, IL 62701

- (c) In any instance the DCFS Grant Administrator shall review the Grant expenditure report and on that basis determine whether, and in what amounts, the Grantee may need to make repayment of Grant payments and earned interest to affect Grant closeout. If not already accomplished, such repayments must be made within 45 days after the expiration of the Grant agreement.
- (d) Regarding any questions arising from the DCFS Grant Administrator's determinations of required repayments of Grant funds, the Grantee shall have the right to informal and formal hearing opportunities as provided for in the Grant Funds Recovery Act.

XI. Standard Business Terms and Conditions.

- A. Availability of Appropriation (30 ILCS 500/20-60). This Intergovernmental Agreement is contingent upon and subject to the availability of funds. The DCFS, at its sole option, may terminate or suspend this Intergovernmental Agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason, (2) the Governor decreases the DCFS' funding by reserving some or all of the DCFS' appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the DCFS determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is

necessary or advisable based upon actual or projected budgetary considerations. The Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease.

- B. Audit/Retention of Records (30 ILCS 500/20-65). The Contractor and its subcontractors shall maintain books and records relating to the performance of the Intergovernmental Agreement or subcontract and necessary to support amounts charged to the DCFS under the Intergovernmental Agreement or subcontract. Books and records, including information stored in databases or other computer systems, shall be maintained by the Contractor and its subcontractors for a period of three years from the later of the date of final payment under the Intergovernmental Agreement or completion of the Intergovernmental Agreement, and by the subcontractor for a period of three years from the later of final payment under the term or completion of the subcontract. If federal funds are used to pay Intergovernmental Agreement costs, the Contractor and its subcontractors must retain their records for five years. Books and records required to be maintained under this Section shall be available for review or audit by representatives of: the DCFS, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. The Contractor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the DCFS for the recovery of any funds paid by the DCFS under the Intergovernmental Agreement for which adequate books and records are not available to support the purported disbursement. The Contractor or its subcontractors shall not impose a charge for audit or examination of the Contractor's books and records.
- (a) DCFS Rule at Title 89, Ch. III, Subchapter e, Part 401, Sec. 401.270 Records Retention requires the Contractor to maintain general and financial, personnel and licensing records available for inspection by authorized persons from the DCFS for at least five (5) years due to federal claiming regulations (45 CFS 92.42).
 - (b) The Contractor shall assist the DCFS in its functions of reviewing financial and programmatic records and monitoring and evaluating performances under this Intergovernmental Agreement. Except in emergency situations, the DCFS will attempt to notify the Contractor at least five (5) days prior to a review of financial and programmatic records relating to this Intergovernmental Agreement. The Contractor shall allow DCFS employees, federal officials authorized by the Director, and other qualified persons, total access to all financial and programmatic records relating to this Intergovernmental Agreement.
 - (c) The Contractor's books of accounts shall be kept in accordance with the standards of Accounting and Financial Reporting for Voluntary Health and Welfare Organizations, or other methods which are consistent with generally accepted accounting principles.
 - (d) The Contractor shall keep true and accurate financial records reflecting all financial transactions pursuant to this Intergovernmental Agreement.

- (e) The Contractor shall maintain time and attendance records for all staff whose salaries are funded in whole or in part pursuant to this Intergovernmental Agreement and consistent with generally accepted business practices.
- C. Time is of the Essence. Time is of the essence with respect to the Contractor's performance of this Intergovernmental Agreement. The Contractor shall continue to perform its obligations while any dispute concerning the Intergovernmental Agreement is being resolved unless otherwise directed by the DCFS.
- D. No Waiver of Rights. Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.
- E. Force Majeure. Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring party may cancel the Intergovernmental Agreement without penalty if performance does not resume within 30 days of the declaration.
- F. Confidential Information. Each Party, including its agents and subcontractors, to this Intergovernmental Agreement may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this Intergovernmental Agreement. The Contractor shall presume all information received from the DCFS or to which it gains access pursuant to this Intergovernmental Agreement is confidential. Contractor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of the Intergovernmental Agreement shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of the Intergovernmental Agreement or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of the Intergovernmental Agreement, in whatever form it is maintained, promptly at the end of the Intergovernmental Agreement, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third-party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.
 - (a) Except as may be required by state or federal law, regulation or order, the Contractor shall not release information concerning persons served by the DCFS without prior written approval of the Director of the DCFS, or his authorized designee.
 - (b) The Contractor shall inform its employees and subcontractors of such confidentiality obligations, as well as the penalties for violation thereof, and shall ensure their compliance therewith. The Contractor acknowledges that nothing herein prevents the Contractor from sharing any confidential information with the DCFS for youth for whom the DCFS

has legal responsibility, and the Contractor is required to deliver said information to the DCFS upon request as allowable under state or federal law.

- G. Use and Ownership. All work performed or supplies created by the Contractor under this Intergovernmental Agreement, whether written documents or data, goods or deliverables of any kind, shall be deemed work-for-hire under copyright law and all intellectual property and other laws, and the DCFS is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. The Contractor hereby assigns to the DCFS all right, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that the Contractor may have to such work including any so-called "moral rights" in connection with the work. The Contractor acknowledges the DCFS may use the work product for any purpose. Confidential data or information contained in such work shall be subject to confidentiality provisions of this Intergovernmental Agreement.
- (a) Performance by the Contractor may include access to and use of documents and data which may be confidential or considered proprietary to the DCFS or a DCFS Contractor, or which may otherwise be of such a nature that its dissemination or use, other than in performance of the Intergovernmental Agreement, would be adverse to the interest of the DCFS or others.
 - (b) Any reports, studies, publications, training manuals, participant materials, slides, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronic, magnetic or digital material and other work in whatever form shall be referred to as "the materials." The DCFS shall own all rights, title and interest in all of the materials conceived or created by the Contractor or its employees, or subcontractors, either individually or jointly with others, that arise out of the performance of this Intergovernmental Agreement.
 - (c) The Contractor shall, upon request of the DCFS, execute all papers and perform all other acts necessary to assist the DCFS to obtain and register copyrights, patents or other forms of protection provided by law for the materials.
 - (d) The Contractor shall provide the DCFS with all computer source code, object code, and all other documentation necessary to understand and use such codes.
 - (e) The Contractor, its employees and any subcontractors shall not copyright, copy, reproduce, allow or cause to have the materials copied, reproduced or used for any purpose other than performance of the Contractor's obligations under this Intergovernmental Agreement without the prior written consent of the DCFS Director.
 - (f) Upon expiration or termination of this Intergovernmental Agreement, all of the materials whether in paper, electronic or other forms shall be, at the option of the DCFS, delivered to the DCFS by the Contractor.
 - (g) All equipment the DCFS assigns to Contractors or equipment otherwise purchased with State or federal funds received from the DCFS, is owned

by the DCFS. The use of State-owned property for personal use or private gain is strictly prohibited. Contractors assigned equipment must also properly use, maintain, secure, and store the equipment in accordance with DCFS Administrative Procedures 19 Property Control and 20 Electronic Mail/Internet Usage/SACWIS Search Function. Contractors shall return all equipment to the DCFS upon request.

- (h) The Contractor is strictly prohibited from using any funds provided under this Intergovernmental Agreement for the purchase or acquisition of real estate or other real property.
 - (i) The DCFS, in its sole discretion, has the right to limit or restrict access to its data and materials. The DCFS also has the right to limit or restrict individuals who work on specific DCFS projects.
- H. Indemnification and Liability. The Contractor shall indemnify and hold harmless the DCFS, its contractors, officers, employees, agents and volunteers from any and all costs, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including in-house and contracted attorneys' fees and expenses, arising out of (a) any breach or violation by the Contractor of any of its certifications, representations, warranties, covenants or agreements, (b) any actual or alleged death or injury to any person, damage to any property or any other damage or loss claimed to result in whole or in part from the Contractor's negligent performance hereunder, (c) any act, activity or omission of the Contractor or any of its employees, representatives, subcontractors or agents. Neither Party shall be liable for incidental, special, consequential or punitive damages.
- I. Insurance. The Contractor shall, at all times during the term and any renewals maintain and provide a Certificate of Insurance naming the State as additional insured for all required bonds and insurance. Certificates may not be modified or canceled until at least 30 days notice has been provided to the State. The Contractor shall provide: (a) General Commercial Liability, occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit the Contractor's obligation to indemnify, defend, or settle any claims.
- J. Independent Contractor. The Contractor shall act as an independent contractor and not an agent or employee of, or joint venturer with the DCFS. All payments by the DCFS shall be made on that basis.
- K. Solicitation and Employment. The Contractor shall not employ any person employed by the DCFS during the term of this Intergovernmental Agreement to perform any work under this Intergovernmental Agreement. The Contractor shall give notice immediately to the DCFS Director if the Contractor solicits or intends to solicit DCFS employees to perform any work under this Intergovernmental Agreement.
- L. Compliance With The Law. The Contractor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders, federal circulars and all license and permit

requirements in the performance of this Intergovernmental Agreement. The Contractor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. The Contractor shall obtain at its own expense, all licenses and permissions necessary for the performance of this Intergovernmental Agreement.

M. Background Check. Whenever the DCFS deems it reasonably necessary for security reasons, the DCFS may conduct, at its expense, criminal and driver history background checks of the Contractor's and subcontractor's officers, employees or agents. The Contractor and subcontractors shall reassign immediately any such individual who, in the opinion of the DCFS, does not pass the background checks.

(a) The Contractor certifies that a criminal history check via fingerprints of persons age 17 and over, a check of the Child Abuse and Neglect Tracking System and other state child protection systems, as appropriate, drug testing in accordance with DCFS Administrative Procedure 24 Drug Testing of Employment Applicants, and a check of the Illinois Sex Offender Registry have been conducted for each employee, operator, others in family home, individual used to replace or supplement staff, service provider for the DCFS who has access to children, work study student, contractual staff, volunteers and parents, all as set forth in DCFS rules, regulations, procedures, and protocols. The Contractor further acknowledges that the DCFS may declare the Intergovernmental Agreement void if this certification is false.

(b) The authorization required by the DCFS' background check screening process identified in Paragraph XII.M (a) above shall be on forms prescribed by the DCFS and comply with DCFS Rule at Title 89, Ch. III, Subchapter d, Part 385 Background Checks. A Contractor's failure to comply with the background check screening requirements shall constitute grounds for immediate Intergovernmental Agreement termination and the Contractor's reimbursement of costs and expenses to the DCFS for all background check screenings authorized by the Contractor for applicants who are not persons subject to background checks as defined in DCFS Rule Sec. 385.20. "Persons subject to background checks" means:

- * the operators of the child care facility;
- * all current and conditional employees of the child care facility;
- * any person who is used to replace or supplement staff
- * any person who has access to children, as defined in this Section; and
- * any person who provides services that allow unsupervised access to children if the requirement for background checks is a condition of a contract or agreement or is required otherwise under Title 89, Ch. III, Subchapter c, Part 357 Purchase of Service.

If the child care facility operates in a family home, the license applicants and all members of the household age 13 and over are subject to background checks, as appropriate, even if these members of the household are not usually present in the home during the hours the child care facility is in operation.

- (c) All persons subject to background check screening must complete the DCFS' authorization forms and certify by their signature that the information provided on their authorization forms is true and accurate and acknowledge that any misrepresentation and/or omission of any material fact on the authorization forms shall render him or her ineligible to perform services pursuant to the Contractor's DCFS Contract.

- N. The Contractor will create and adopt a Conflict of Interest Policy that reflects the specifications outlined in DCFS Rule at Title 89, Ch. III, Subchapter f, Part 437, Employee Conflict of Interest.

- O. Applicable Law. This Intergovernmental Agreement shall be construed in accordance with and is subject to the laws and rules of the State of Illinois. The Department of Human Rights' Equal Opportunity requirements (44 Ill. Adm. Code 750) are incorporated by reference. Any claim against the DCFS arising out of this Intergovernmental Agreement must be filed exclusively with the Illinois Court of Claims (705 ILCS 505/1). The DCFS shall not enter into binding arbitration to resolve any contract dispute. The DCFS does not waive sovereign immunity by entering into this Intergovernmental Agreement. The official text of cited statutes is incorporated by reference (An unofficial version can be viewed at <http://www.ilga.gov/legislation/ilcs/ilcs.asp>). In compliance with the Illinois and United States Constitutions, the Illinois Human Rights Act, the U. S. Civil Rights Act, and Section 504 of the federal Rehabilitation Act and other applicable laws and rules the DCFS does not unlawfully discriminate in employment, contracts, or any other activity.

- P. Anti-Trust Assignment. If the Contractor does not pursue any claim and cause of action it has arising under federal or state antitrust laws relating to the subject matter of the Intergovernmental Agreement, then upon request of the Illinois Attorney General, the Contractor shall assign to the DCFS all rights, title and interest in and to the claim or cause of action.

- Q. Authorization. Each Party to this Intergovernmental Agreement represents and warrants to the other that: (a) it has the right, power and authority to enter into and perform its obligations under this Intergovernmental Agreement and (b) it has taken all requisite action (corporate, statutory or otherwise) to approve execution, delivery and performance of this Intergovernmental Agreement, and (c) this Intergovernmental Agreement constitutes a legal, valid and binding obligation upon itself in accordance with its terms.

- R. Contractual Authority. The DCFS is the sole state Agency entering into this Agreement and shall be the only State entity responsible for its performance and payment under this Intergovernmental Agreement.

- S. Notices. Notices and other communications provided for herein shall be given in writing by registered or certified mail, return receipt requested, by receipted hand delivery, by courier (UPS, Federal Express or other similar and reliable carrier), by e-mail, or by fax showing the date and time of successful receipt. Notices shall be sent to the individuals who signed the Intergovernmental Agreement using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change the contact information.

- (a) For any address change, the Contractor will give DCFS written notice of any change(s) of its principal office address at least 30 days in advance of the change.
 - (b) Written notice of changes of name, ownership, taxpayer identification number or taxpayer certification should be provided at least 60 calendar days in advance. Such changes may require new licenses and contracts.
 - (c) The DCFS retains the right to amend Budgets, Program Plans, and Intergovernmental Agreements based on its operational needs after notifying the Contractor of the changes.
- T. Modifications and Survival. Amendments, modifications, and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this Intergovernmental Agreement officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature would be expected to survive, shall survive termination. In the event of a conflict between the DCFS' and the Contractor's terms, conditions, and attachments, the DCFS' terms, conditions, and attachments shall prevail.
- U. Complete Agreement. This Intergovernmental Agreement and the Attachments and Exhibits thereto, which the Parties incorporate by reference into this Agreement, contain all the terms and conditions agreed to by the Parties. No other document regarding the subject matter of this Intergovernmental Agreement may vary the terms of this Intergovernmental Agreement unless agreed to in writing and signed by both Parties.
- V. Performance Record/Suspension. Upon request of the DCFS, the Contractor shall meet with the DCFS to discuss the Contractor's Intergovernmental Agreement performance or provide performance updates to help ensure proper performance of the Intergovernmental Agreement. The DCFS may consider the Contractor's performance under this Intergovernmental Agreement and compliance with laws and rules to determine whether to continue the Agreement, suspend the Contractor from doing future business with the DCFS for a specified period of time, or to determine whether the Contractor can be considered responsible on specific future contract opportunities. The DCFS also reserves the right, within its sole discretion, to reduce Intergovernmental Agreement amounts based on operational and/or programmatic needs.
- W. Freedom of Information Act. This Intergovernmental Agreement and all related public records maintained by, provided to or required to be provided to the DCFS are subject to the Illinois Freedom of Information Act (5 ILCS 140) notwithstanding any provision to the contrary that may be found in this Intergovernmental Agreement.
- X. Office of the Inspector General
- (a) The DCFS, Office of the Inspector General (OIG) has the authority to impound and have access to records and facilities without advance notice. The Contractor further agrees that, for the purposes of this Section, documents and records include all computer, electronic and

digital data. In cooperation with the OIG, the Contractor agrees to the following:

- 1) To fully comply with requests or Notices of Impounding by the OIG for the production of documents and records.
- 2) To refrain from removing, altering or tampering with documents requested or impounded by the OIG or that are the subject of a pending OIG investigation.
- 3) To maintain any records identified by the OIG in a manner to prevent tampering, altering or removal by employees.
- 4) To allow and encourage employees to speak to the OIG regarding pending investigations.

Y. The Contractor certifies that it is in compliance with the Pro-Children Act of 1994, (Public Law 103-227). The Contractor prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under 18 years of age which services are supported by Federal or State government assistance (except portions of the facilities which are used for inpatient substance abuse treatment).

Z. The Contractor further certifies:

- 1) No funds received under this Intergovernmental Agreement shall be used for attempting to influence federal legislation or to pay the salary or expenses of any individual engaging in said activity.
- 2) No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.
- 3) If any funds, other than federally appropriated funds, have been paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Intergovernmental Agreement, etc., the Contractor must also complete and submit timely, federal form LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
- 4) If there are any indirect costs associated with this Intergovernmental Agreement, totally-lobbying costs shall be separately identified in the indirect cost rate proposal, and thereafter treated as other unallowable activity costs.
- 5) The Contractor must include the language of this certification in the award documents for all subcontracts. All subcontractors are required to be subject to and to comply timely with said certification and disclosure.
- 6) This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 U.S.C. Sec. 1352 (1989). Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

- AA. The Contractor understands and agrees that when adoptive parents request the names of attorneys, the Contractor will refer adoptive parents to the Statewide Adoption Attorney Panel (SAAP) list that may be obtained by calling the DCFS Advocacy Office for Children and Families or by checking on the DCFS Website at www.state.il.us/dcfs. The Contractor shall inform the adoptive parents that if they choose an attorney not on the SAAP, he or she will be responsible for payment of the legal fees, however the adoptive parent may be eligible for reimbursement.

XII. Standard Certifications

The Contractor acknowledges and agrees that compliance with this Section and each Subsection for the term of the Intergovernmental Agreement and any renewals is a material requirement and condition of this Intergovernmental Agreement. By executing this Intergovernmental Agreement, the Contractor certifies compliance with this Section and each Subsection and is under a continuing obligation to remain in compliance and report any non-compliance.

This Section and each Subsection applies to subcontractors used on this Intergovernmental Agreement. The Contractor shall include these Standard Certifications in any subcontract used in the performance of the Intergovernmental Agreement using the Subcontract Agreement and Standard Certifications (Form CFS 968-10, Rev. 5/2012) accompanied by the Disclosures and Conflict of Interest sworn certification.

If this Intergovernmental Agreement extends over multiple fiscal years including the initial term and all renewals, the Contractor shall confirm compliance with this Section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this Intergovernmental Agreement remains in effect.

If the Parties determine that any certification in this Section is not applicable to this Intergovernmental Agreement, it may be stricken without affecting the remaining Subsections.

As part of each certification, the Contractor acknowledges and agrees that should it provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:

- the amount of the Intergovernmental Agreement may be reduced,
- the Intergovernmental Agreement may be void by operation of law,
- the State may void the Intergovernmental Agreement, in whole or in part, and
- the Contractor and its agents or subcontractors may be subject to one or more of the following: suspension, debarment, denial of payment, civil and/or criminal prosecution, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

- A. Contractor certifies it and its employees will comply with applicable provisions of the U.S. Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the

Americans with Disabilities Act (42 U.S.C. §12101 et seq.) and applicable rules in performance under this Intergovernmental Agreement.

- B. If the Contractor employs 25 or more employees and this Intergovernmental Agreement is worth more than \$5,000, the Contractor certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. (30 ILCS 580)
- C. Contractor certifies that it is not participating or shall not participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000. (30 ILCS 582)
- D. Contractor certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, including equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies. (775 ILCS 5/2-105)
- E. Contractor certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club." (775 ILCS 25/2)
- F. Contractor warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Contractors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois, including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.
- G. Contractor certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this Intergovernmental Agreement will comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at www.dhs.state.il.us/iitaa. (30 ILCS 587)
- H. Contractor certifies it complies with the Illinois Religious Freedom Protection and Civil Union Act and all state laws and rules applicable to civil unions and which prohibit discrimination and will provide persons entering into a civil union, the legal relationship between two persons of either the same or opposite sex established pursuant to the Illinois Religious Freedom Protection and Civil Union Act, with the same obligations, responsibilities, protections, and benefits afforded or recognized by the law of Illinois to spouses. (750 ILCS 75/1 et. seq.)
- I. Contractor certifies under oath that all information in this Intergovernmental Agreement is true and correct to the best of the Contractor's knowledge, information, and belief; that the funds awarded as a result of this Intergovernmental Agreement shall be used only for the specific purposes authorized in the approved Intergovernmental Agreement Budget and Program Plan/Scope of Services; and, that the award of said funds is conditioned upon such certification.

Taxpayer Identification Number

I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), **and**
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, **and**
3. I am a U.S. person (including a U.S. resident alien).
 - If you are an individual, enter your name and SSN as it appears on your Social Security Card.
 - If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.
 - If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the d/b/a on the business name line and enter the owner's SSN or EIN.
 - If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).
 - For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.

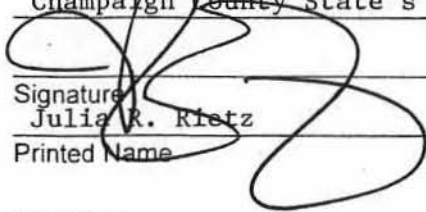
Taxpayer Identification Number:

Social Security Number _____
 or
 Employer Identification Number FEIN #37-600-6910

Legal Status (check one):

- | | |
|---|--|
| <input type="checkbox"/> Individual | <input checked="" type="checkbox"/> Governmental |
| <input type="checkbox"/> Sole Proprietor | <input type="checkbox"/> Nonresident alien |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Estate or trust |
| <input type="checkbox"/> Legal Services Corporation | <input type="checkbox"/> Pharmacy (Non-Corp.) |
| <input type="checkbox"/> Tax-exempt Charitable Organization <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery (Corp.) |
| <input type="checkbox"/> Corporation providing or billing medical and/or health care services | |
| <input type="checkbox"/> Corporation NOT providing or billing medical and/or health care services | <input type="checkbox"/> Limited Liability Company (select applicable tax classification.) |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> D = disregarded entity |
| | <input type="checkbox"/> C = corporation |
| | <input type="checkbox"/> P = partnership |

VENDOR/CONTRACTOR (Official Name and D/B/A)
Champaign County State's Attorney's Office

 _____
 Signature Date
 Julia R. Rietz State's Attorney of Champaign County
 Printed Name Title

XIII. Attachments

State Supplemental Provisions

- _____ Required Federal Clauses, Certifications and Assurances
- _____ ARRA Requirements (American Recovery and Reinvestment Act of 2009)
- _____ Public Works Requirements (construction and maintenance of a public work) **(820 ILCS 130/4)**
- _____ Prevailing Wage (janitorial cleaning, window cleaning, building and grounds, site technician, natural resources, food services, and security services, if valued at more than \$200 per month or \$2000 per year) **(30 ILCS 500/25-60)**
- _____ Prevailing Wage (all printing contracts) **(30 ILCS 500/25-60)**
- _____ BEP Subcontracting Requirements (Utilization Plan and Letter of Intent)
- _____ Budget
- _____ Exhibit C (Independent Audit, Cost and Financial Reporting)
- _____ Exhibit E (CFS 968-32 Civil Rights Reporting)
- _____ Exhibit F (Contractor's Board of Directors Information)
- _____ Subcontract Agreement(s) and Standard Certifications/Disclosures
- _____ Other (Specify) _____

This Intergovernmental Agreement, including any attachments and exhibits referenced herein, constitutes the entire Agreement between the Parties concerning the subject matter of the Intergovernmental Agreement and supersedes all prior proposals, contracts, Intergovernmental Agreements, and understandings between the Parties concerning the subject matter of the Intergovernmental Agreement.

IN WITNESS WHEREOF, the persons signing this Intergovernmental Agreement on behalf of the ___ Champaign County State's Attorney ___, and the DCFS acknowledge that he/she has read and understands the terms in this Intergovernmental Agreement, including any Attachments, and agrees to comply with the requirements reflected herein. The signatories further warrant that the ___ Champaign County State's Attorney _ Board of Trustees, County Board, or other governing body and the State of Illinois respectively have granted him/her the full power and authority to execute this Intergovernmental Agreement. In consideration of the mutual covenants and agreements contained in this Intergovernmental Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the terms and conditions set forth herein and have caused this Intergovernmental Agreement to be executed by their duly authorized representatives on the dates shown below.

Vendor/Contractor

(Certified Name) Champaign County

State of Illinois

(Name of Agency) IL Dept. of Children & Family

Champaign County State's

Services

(DCFS Name) Attorney's Office

Signature _____

Director Signature _____

Printed Name Julia R. Rietz

Printed Name Richard H. Calica

Title Director

Title State's Attorney Date 08/02/12

Designee Signature _____

Printed Name _____

Address 101 E. Main Street

Title _____ Date _____

Urbana, IL 61801

Address: 406 E Monroe St Springfield, IL 62701

Phone (217) 384-3733 Fax (217) 384-3816

Phone (217) 785-3930 Fax (217) 782-3796

E-mail statesatty@co.champaign.il.us

Dept. of Human Rights Public Contract # 114576-00

DUNS# 830761313

Contractor Fiscal Year From 07/01/12 to 06/30/13

If this Intergovernmental Agreement is in the amount of \$250,000 or more in a fiscal year, or an order against a master contract in the amount of \$250,000 or more in a fiscal year, this Intergovernmental Agreement shall not be binding and enforceable until it is also approved and signed in writing, as evidenced below, by the Chief Legal Counsel and the Chief Financial Officer of the Illinois Department of Children and Family Services in accordance with 30 ILCS 105/9.02.

 N/A
DCFS Chief Legal Counsel Date

 N/A
DCFS Chief Financial Officer Date

Program Plan/Scope of Services

Illinois Department of Children and Family Services, Office of Legal Services, and Champaign County, Illinois

July 1, 2012-June 30, 2013

The Illinois Department of Children and Family Services, Office of Legal Services ("DCFS"), and Champaign County, Illinois ("County"), a unit of local government and political subdivision of the State of Illinois, hereby agree that Champaign County will provide the legal services listed below to DCFS.

A. SCOPE OF SERVICES

1. The County shall provide legal services to DCFS and support staff relative to termination of parental rights cases as requested by DCFS, Office of Legal Services. Both the County and DCFS acknowledge and agree that the purpose of this Intergovernmental Agreement is to allow the County, through the Office of the State's Attorney of Champaign County, Illinois ("the State's Attorney"), to provide an additional Attorney dedicated to prosecuting DCFS Termination of Parental Rights cases under the direct supervision of the State's Attorney, or his/her designee, as specified herein. The terms "County" and "State's Attorney" are used interchangeably in this Intergovernmental Agreement Program Plan/Scope of Services without any intended differences in meaning.
2. The State's Attorney shall provide an attorney dedicated to reviewing, preparing and prosecuting certain additional parental rights termination cases DCFS transmits to the County during the Term of the Intergovernmental Agreement ("the Case(s)"). Each dedicated attorney assigned by the State's Attorney to handle DCFS Cases is referred to hereafter in this Intergovernmental Agreement Program Plan/Scope of Services as the "Attorney." The State's Attorney shall provide the services of the Attorney to DCFS in addition to the regular staff of the State's Attorney, whether the Attorney is provided as an additional independent contractor or as an additional full-time or part-time employee of the State's Attorney.
3. The Attorney assigned by the State's Attorney to handle DCFS Termination of Parental Rights Cases shall perform the following services relative to each Case:
 - (a) Review and evaluate the appropriateness of filing a Petition or Motion requesting termination of parental rights ("Petition");
 - (b) Prepare all documents and materials necessary to file and litigate a Petition, including, but not limited to, the Petition, summons, subpoenas, notices, motions, and all other necessary pleadings and Court filings;
 - (c) Prepare for and attend all Court proceedings related to the Petition, including, but not limited to, conducting research, interviews, and conferences with caseworkers, witnesses, and other attorneys;
 - (d) All other duties normally and customarily associated with or required to prosecute Petitions; and,

- (e) Assemble, maintain, and prepare the records and reports required by this Intergovernmental Agreement Program Plan/Scope of Services for transmittal to DCFS.

B. ATTORNEY QUALIFICATIONS

1. The State's Attorney, as an officer of the County, agrees to provide trained and competent personnel to perform the services required by this Intergovernmental Agreement Program Plan/Scope of Services, supervise and monitor their performance, provide the requisite reports, and otherwise comply with the requirements of this Intergovernmental Agreement Program Plan/Scope of Services. The Attorney shall at all times be under the supervision and direction of the State's Attorney, or her/his designee.
2. The Attorney(s) selected by the State's Attorney to provide services to DCFS pursuant to this Intergovernmental Agreement Program Plan/Scope of Services shall be licensed to practice law in Illinois and in good standing.
 - (a) The State's Attorney shall provide written certification to both the DCFS General Counsel and local Regional Counsel at the beginning of the Term of the Intergovernmental Agreement that any Attorney it provides under this Intergovernmental Agreement Program Plan/Scope of Services is a licensed attorney in good standing and is being provided in addition to the regular staff of the State's Attorney. The State's Attorney shall also provide the DCFS General Counsel and local Regional Counsel written certification of any change to the pre-existing certification relative to the Attorney's status within five (5) calendar days of any such change.
3. Prior to permitting an attorney to perform any services as Attorney pursuant to this Intergovernmental Agreement Program Plan/Scope of Services, the State's Attorney shall submit an Attorney Acknowledgment duly executed by the attorney to the DCFS General Counsel and local Regional Counsel. The State's Attorney must submit the Attorney Acknowledgment on the form attached hereto as Attachment A for each attorney. The State's Attorney shall further require each Attorney performing services pursuant to this Intergovernmental Agreement Program Plan/Scope of Services to comply with and maintain his or her compliance with the Attorney Acknowledgment requirements.
 - (a) Both the State's Attorney and DCFS agree that the requirements reflected in the Attorney Acknowledgment are incorporated by reference into this Intergovernmental Agreement Program Plan/Scope of Services and, accordingly, are requirements of this Intergovernmental Agreement Program Plan/Scope of Services.
 - (b) Both the State's Attorney and DCFS further agree that the failure of any Attorney to comply with or maintain compliance with the Attorney Acknowledgment requirements or other terms of this Intergovernmental Agreement Program Plan/Scope of Services shall, at DCFS' sole discretion, constitute just cause for DCFS' immediate termination of the Intergovernmental Agreement.
4. Both the State's Attorney and DCFS acknowledge and agree that the Attorney shall serve as a full-time or part-time independent contractor or employee of the County. Neither the County, State's Attorney, nor the dedicated Attorney the State's Attorney assigns to

handle DCFS Termination of Parental Rights Cases are agents or employees of DCFS.

C. ATTORNEY SELECTION

1. The State's Attorney shall submit proof of licensure and standing and a summary resume of each attorney the County intends to hire or assign to perform any of the services required pursuant to this Intergovernmental Agreement Program Plan/Scope of Services to DCFS at least fifteen (15) calendar days prior to the hiring and/or assignment of the attorney to perform services as Attorney. DCFS shall have the right to provide comments about each Attorney candidate's qualifications to the State's Attorney, which comments the State's Attorney shall consider in making his or her Attorney selection.
2. Each candidate the State's Attorney submits to DCFS for consideration as the Attorney the County intends to hire or assign to perform any of the services required pursuant to this Intergovernmental Agreement Program Plan/Scope of Services shall be subject to approval by DCFS as being duly qualified educationally, ethically, and professionally to perform the services required by this Intergovernmental Agreement Program Plan/Scope of Services prior to the State's Attorney permitting the candidate to perform any services required under this Intergovernmental Agreement Program Plan/Scope of Services.
3. Nothing in this Intergovernmental Agreement Program Plan/Scope of Services shall provide DCFS either the right, directly or indirectly, to require the State's Attorney to hire, refuse to hire, discipline, refuse to discipline, terminate, or refuse to terminate any specific person provided by the State's Attorney as Attorney to perform any of the services required by this Intergovernmental Agreement Program Plan/Scope of Services, as long as the Attorney meets the requirements reflected in this Intergovernmental Agreement Program Plan/Scope of Services.
4. DCFS shall have no responsibilities regarding the hiring, direction, supervision, discipline or termination of any Attorney or any other support personnel provided by the State's Attorney to perform any of the services required by this Intergovernmental Agreement Program Plan/Scope of Services. DCFS may participate in any such activities at the State's Attorney's request, provided that the State's Attorney shall at all times have the sole right and responsibility to make such decisions.
5. The County is solely responsible for negotiating the terms and conditions of employment and/or contract and salaries of the Attorney and support personnel it provides to perform any of the services required by this Intergovernmental Agreement Program Plan/Scope of Services.

D. CASE MANAGEMENT

1. The State's Attorney is responsible for the performance of any service requirement reflected in the Intergovernmental Agreement and Intergovernmental Agreement Program Plan/Scope of Services.
2. The State's Attorney, or her/his designee, shall provide directions and Case assignments to each Attorney the County provides to perform services pursuant to this Intergovernmental Agreement Program Plan/Scope of Services.
3. The State's Attorney, or her/his designee, shall have the sole discretion to decide which

Cases shall be prosecuted, withdrawn, or dismissed as required by the Illinois Juvenile Court Act.

4. DCFS may assign a maximum of eight (8) open Cases to the State's Attorney at any one time under this Intergovernmental Agreement Program Plan/Scope of Services, unless the State's Attorney agrees to accept a higher number of Cases.
 - (a) The State's Attorney may assign a maximum of eight (8) open Cases to any one Attorney at any one time under this Intergovernmental Agreement Program Plan/Scope of Services, unless the receiving/assigned Attorney agrees to accept a higher number of Cases.
 - (b) For purposes of calculating the number of cases pursuant to this Paragraph, the Cases of siblings having both the same parents, i.e., both the same mother and father, shall count as a single Case, regardless of the number of siblings.
5. The State's Attorney shall require that the Attorney attend and directly handle all Court hearings scheduled relative to each of his or her assigned Cases. Court attendance and case management responsibilities relative to the DCFS cases are not transferable and shall not be delegated to a different attorney without the State's Attorney's express prior approval.
 - (a) Each Attorney shall attempt to schedule Court hearings lasting at least one (1) full Court day, per calendar week and shall be available to attend the same.
6. The State's Attorney agrees that upon termination or expiration of the Intergovernmental Agreement, the State's Attorney will continue to diligently and professionally prosecute all Petitions requesting termination of parental rights pending at the time of termination or expiration which fall within the parameters of this Intergovernmental Agreement Program Plan/Scope of Services without any compensation in excess of that provided for herein.
7. The State's Attorney and DCFS agree that the State's Attorney shall complete an average of 2.5 Cases per calendar month per assigned Attorney to be considered in satisfactory compliance with the Intergovernmental Agreement.
 - (a) The State's Attorney's failure to complete an average of 2.5 Cases per calendar month per assigned Attorney may constitute just cause for termination of the Intergovernmental Agreement and will result in DCFS' immediate review of the State's Attorney's performance of the Intergovernmental Agreement.
8. The State's Attorney's performance of the Intergovernmental Agreement will be subject to immediate review if the number of new cases is less than three (3) per month.
9. DCFS will consider the State's Attorney's performance of the Intergovernmental Agreement when deciding whether to renew, modify, or terminate this Intergovernmental Agreement and/or the County's qualification for future DCFS contractual opportunities.

E. PAYMENT

1. DCFS agrees to pay the County **\$36,000.00** for legal and support services provided pursuant to this Intergovernmental Agreement Program Plan/Scope of Services. The payments will be

made in twelve (12) equal monthly installments of **\$3,000.00**, one (1) installment for each calendar month of the Term of the Intergovernmental Agreement.

2. DCFS will process each payment upon receipt of a properly completed Form CFS-1042 (Department of Children and Family Services Billing Summary) documenting the services provided by the County pursuant to this Intergovernmental Agreement Program Plan/Scope of Services. The billing summary shall include a monthly timesheet reflecting the time expended by the Attorney performing the services required by this Intergovernmental Agreement Program Plan/Scope of Services.
3. If either DCFS or the County terminates the Intergovernmental Agreement prior to the expiration of its Term, the County shall be entitled to payment for services rendered in compliance with the Intergovernmental Agreement Program Plan/Scope of Services up to and including the date of termination. The County shall not be entitled to payment for any services performed after the date the Intergovernmental Agreement is terminated. If the Intergovernmental Agreement termination occurs prior to the last day of a calendar month, the payment installment for that calendar month shall be prorated based on the number of calendar days which have elapsed prior to the date of termination.
4. The County agrees that all monies it receives from DCFS pursuant to the Intergovernmental Agreement shall be used solely to provide direct payment of either personal service contractual costs or wages to Attorney(s). The County further agrees that none of the monies it receives from DCFS pursuant to the Intergovernmental Agreement will be used to provide employee benefits to any Attorney(s) including, but not limited to, any type of insurance, employer liability for any type of payroll related taxes, and retirement benefits.
5. The County shall provide, at its own expense, any and all necessary telephone costs, facsimile charges, office space, office equipment, office supplies, clerical staff, secretarial staff and other support staff necessary and/or desirable for providing the service deliverables required by this Intergovernmental Agreement Program Plan/Scope of Services, and all reasonable and customary expenses of prosecuting the Cases, including, but not limited to, filing fees, service fees, publication costs, subpoenas fees, witness fees, Court reporter fees, and fees for the preparation or production of exhibits. All requests by the County for an exception to these expense requirements must be pre-approved by the DCFS General Counsel in writing. DCFS is not liable for any expenses incurred by the County prior to any such written agreement.
6. Payment rates are for Attorneys unless otherwise stated.
7. DCFS and the County acknowledge and agree that the Illinois Procurement Code, 30 ILCS 500/1-1 et seq., does not apply to the Intergovernmental Agreement.
8. The County warrants that its Federal Tax Identification Number is 37-6006910.

F. REPORTING REQUIREMENTS

1. The State's Attorney shall maintain an accurate and complete record of all of the Cases DCFS transmits to him or her and, at a minimum, maintain the following additional information for each Case:
 - (a) The name of the Attorney to whom the Case is assigned;

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- (b) The date the Case was referred to the Attorney;
 - (c) The date any Petition or Motion is filed with the Court;
 - (d) The date, purpose, and result of each court appearance regarding the Petition or Motion, including, but not limited to, the date, purpose, and result of each hearing;
 - (e) The date and purpose of each future hearing scheduled to be held regarding the Petition or Motion; and,
 - (f) A general summary of all other activities the Attorney undertakes to prosecute the Case, Petition, and/or Motion.
2. The information identified in Paragraph F.1 above must also be included on the County's monthly Form CFS-1042 (Department of Children and Family Services Billing Summary) documenting the services provided by the County pursuant to this Intergovernmental Agreement Program Plan/Scope of Services.
 3. Upon request of either the DCFS General Counsel or local Regional Counsel, the State's Attorney shall also provide the information identified in Paragraph F.1 above regarding each Case in writing to them within ten (10) calendar days of the end of each calendar month.
 4. The State's Attorney shall immediately notify both the DCFS General Counsel and local Regional Counsel of the completion of a Case for any reason, including, but not limited to, the decision to not file a Petition or Motion, the granting of a Petition or Motion, the denial of a Petition or Motion, the dismissal of a Petition or Motion, or the withdrawal of a Petition or Motion and provide each with a summary written report explaining the outcome within five calendar days of the Case completion.

G. APPEALS

1. All decisions regarding whether any Case should be appealed, in whole or in part, is within the State's Attorney's sole discretion.
2. The State's Attorney shall cooperate with the State's Attorney Appellate Prosecutor relative to the appeal of any Petition or Motion which the County has provided any service under this Intergovernmental Agreement Program Plan/Scope of Services.
3. The County shall not require the Attorney to defend or prosecute any appeal, in whole or in part, arising out of any legal services provided pursuant to this Intergovernmental Agreement Program Plan/Scope of Services. Nothing in this Intergovernmental Agreement Program Plan/Scope of Services, however, shall prevent the State's Attorney from hiring or directing any such Attorney to provide services relative to any such appeal under the terms of any other agreement.

H. OWNERSHIP OF CASE MATERIALS

1. All files, records, notes, and evidence which the State's Attorney acquires or maintains in the performance of the services required by this Intergovernmental Agreement Program

Plan/Scope of Services shall at all times be and remain the property of the State's Attorney.

2. The State's Attorney agrees that upon written request from either the DCFS General Counsel or local Regional Counsel, the State's Attorney shall deliver copies of any such files, records, notes, and evidence to DCFS within ten (10) calendar days upon receipt of such a request.
3. Both the State's Attorney and DCFS agree that the provisions of this Paragraph H. shall survive the termination or expiration of the Intergovernmental Agreement.

I. GENERAL PERFORMANCE PROVISIONS

1. DCFS employees will fully and completely cooperate with each Attorney and other County personnel relative to the State's Attorney's handling of Cases pursuant to the Intergovernmental Agreement.
2. The County and DCFS both agree that venue for any litigation that the County may initiate against DCFS concerning this Intergovernmental Agreement shall lie in the Court of Claims of the State of Illinois. The County and DCFS further agree that venue for all other litigation concerning this Intergovernmental Agreement, including any litigation DCFS may initiate against the County concerning its performance of the Intergovernmental Agreement, shall lie in the Circuit Court of Sangamon County, Illinois.
3. The County and DCFS both acknowledge and agree that the captions of each Section of this Intergovernmental Agreement Program Plan/Scope of Services are not substantive provisions of this Program Plan/Scope of Services. They are included for reference purposes only.

FY2012 General Corporate Fund Revenue Projection Report

July 16, 2012

SIGNIFICANT REVENUE LINE ITEMS/CATEGORIES	FY2011 YTD 6/30/2011	FY2011 ACTUAL Received	FY2012 BUDGET 12/1/2011	FY2012 Actual 6/30/2012	Projected % to be Received	Projected \$\$ to be Received	\$ Difference to Original Budget
PROPERTY TAXES (CURRENT)	\$4,191,115	\$8,069,033	\$8,285,724	\$4,352,181	100%	\$8,285,724	\$0
PROPERTY TAXES (ESCROW)	\$0	\$0	\$0	\$0	0%	\$0	\$0
PROPERTY TAXES (BACK)	\$0	\$3,010	\$5,200	\$0	100%	\$5,200	\$0
MOBILE HOME TAXES	\$25	\$8,814	\$8,500	\$0	100%	\$8,500	\$0
PAYMENT IN LIEU OF TAXES	\$0	\$4,929	\$4,500	\$0	100%	\$4,500	\$0
COUNTY HOTEL/MOTEL TAX	\$10,194	\$22,232	\$25,000	\$10,429	83%	\$20,689	-\$4,311
COUNTY AUTO RENTAL TAX	\$3,300	\$19,140	\$15,000	\$14,207	232%	\$34,746	\$19,746
PENALTIES ON TAXES	\$25,006	\$678,071	\$674,000	\$82,671	101%	\$680,000	\$6,000
BUSINESS LICENSES & PERMITS	\$39,582	\$40,495	\$33,500	\$36,950	122%	\$41,000	\$7,500
NON-BUSINESS LIC. & PERMITS	\$410,895	\$821,218	\$1,326,500	\$702,092	102%	\$1,353,129	\$26,629
FEDERAL GRANTS	\$350,379	\$594,999	\$451,626	\$199,251	100%	\$451,626	\$0
STATE GRANTS	\$140,510	\$218,090	\$213,911	\$129,463	100%	\$213,911	\$0
STATE SHARED REVENUE							
CORP. PERS. PROP. REPL. TAX	\$342,342	\$736,887	\$832,000	\$368,810	94%	\$784,427	-\$47,573
1% SALES TAX (UNINCORPOR.)	\$512,710	\$1,102,692	\$1,138,484	\$524,089	100%	\$1,144,038	\$5,554
1/4% SALES TAX (ALL COUNTY)	\$2,481,188	\$5,009,241	\$5,145,952	\$2,553,383	101%	\$5,214,307	\$68,355
USE TAX	\$255,818	\$478,219	\$509,294	\$248,364	96%	\$488,396	-\$20,898
INHERITANCE TAX	\$0	\$32,698	\$165,709	\$260,262	157%	\$260,262	\$94,553
STATE REIMBURSEMENT	\$892,267	\$1,860,082	\$1,296,033	\$646,036	61%	\$794,816	-\$501,217
SALARY REIMBURSEMENT	\$80,199	\$228,813	\$293,360	\$275,017	111%	\$324,860	\$31,500
STATE REV./SALARY STIPENDS	\$17,049	\$38,900	\$40,728	\$21,228	100%	\$40,728	\$0
INCOME TAX	\$1,148,963	\$2,713,396	\$2,639,433	\$1,434,845	104%	\$2,735,624	\$96,191
POLICE TRAINING REIMBURSEMENT	\$0	\$0	\$17,000	\$16,091	100%	\$17,000	\$0
OFF-TRACK BETTING	\$24,170	\$41,142	\$55,000	\$27,630	100%	\$54,143	-\$857
LOCAL GOVERNMENT REVENUE	\$352,116	\$592,188	\$521,281	\$325,466	103%	\$537,417	\$16,136
LOCAL GOVERNMENT REIMBURSE.	\$248,186	\$525,618	\$486,600	\$273,750	126%	\$614,403	\$127,803
GENERAL GOVERNMENT	\$2,088,049	\$4,048,232	\$4,133,950	\$2,046,912	96%	\$3,974,586	-\$159,364
FINES	\$489,633	\$906,733	\$1,065,000	\$481,029	86%	\$920,819	-\$144,181
FORFEITURES	\$18,533	\$53,034	\$25,000	\$6,613	124%	\$31,002	\$6,002
INTEREST EARNINGS	\$6,615	\$21,194	\$19,500	\$5,763	90%	\$17,504	-\$1,996
RENTS & ROYALTIES	\$694,281	\$1,007,936	\$631,623	\$275,404	100%	\$631,623	\$0
GIFTS & DONATIONS	\$6,444	\$21,444	\$7,500	\$10,687	142%	\$10,687	\$3,187
OTHR FIN. SOURCES--FIX. ASSETS	\$13,429	\$15,922	\$8,000	\$12,708	242%	\$19,390	\$11,390
OTHR. MISC. REVENUE	\$42,806	\$79,011	\$67,508	\$50,454	130%	\$87,453	\$19,945
INTERFUND TRANSFERS	\$505,114	\$1,433,309	\$1,463,463	\$657,414	100%	\$1,463,463	\$0
INTERFUND REIMBURSEMENTS	\$89,419	\$456,061	\$418,331	\$76,176	100%	\$418,331	\$0
OTHER FINANCING SOURCES							
TOTALS	\$15,480,338	\$31,882,783	\$32,024,210	\$16,125,374	99%	\$31,684,303	-\$339,907

FY2012 General Corporate Fund Expenditure Projection Report

SIGNIFICANT EXPENDITURE LINE ITEMS/CATEGORIES	FY2011 YTD 6/30/2011	FY2011 ACTUAL 12/31/2011	FY2012 BUDGET 12/1/2011	FY2012 YTD 6/30/2012	PROJECTED % TO BE SPENT	Projected \$ to be SPENT	\$ Difference to Original BUDGET (+/-)
PERSONNEL							
Regular Salaries & Wages	\$6,645,416	\$12,478,798	\$12,992,726	\$7,160,937	98.23%	\$12,763,031	-\$229,695
SLEP Salaries	\$3,588,744	\$6,771,176	\$7,048,964	\$3,896,686	98.53%	\$6,945,114	-\$103,850
SLEP Overtime	\$153,147	\$391,223	\$416,676	\$164,867	70.52%	\$293,844	-\$122,832
Fringe Benefits	\$1,541,251	\$2,623,967	\$2,652,089	\$1,557,348	100.67%	\$2,669,740	\$17,651
COMMODITIES							
Postage	\$159,169	\$230,619	\$241,647	\$144,006	98.75%	\$238,620	-\$3,027
Purchase Document Stamps	\$260,925	\$500,925	\$748,150	\$480,000	100.25%	\$750,000	\$1,850
Gasoline & Oil	\$109,878	\$225,469	\$247,951	\$114,584	96.66%	\$239,675	-\$8,276
All Other Commodities	\$274,096	\$613,044	\$617,576	\$292,245	101.89%	\$629,242	\$11,666
SERVICES							
Gas Service	\$245,436	\$355,604	\$396,500	\$197,112	71.69%	\$284,242	-\$112,258
Electric Service	\$346,191	\$863,826	\$896,500	\$423,302	114.74%	\$1,028,677	\$132,177
Medical/Professional Services	\$622,339	\$1,029,512	\$1,026,052	\$608,552	100.72%	\$1,033,423	\$7,371
All Other Services	\$1,970,116	\$3,565,621	\$3,821,049	\$1,913,379	98.64%	\$3,769,085	-\$51,964
CAPITAL							
Vehicles	\$64,957	\$182,942	\$120,000	\$42,306	100.00%	\$120,000	\$0
All Other Capital	\$52,372	\$121,920	\$7,050	\$0	100.00%	\$7,050	\$0
TRANSFERS							
To Capital Improvement Fund	\$0	\$123,028	\$86,884	\$0	100.00%	\$86,884	\$0
All Other Transfers	\$48,035	\$175,133	\$170,096	\$47,965	100.00%	\$170,096	\$0
DEBT REPAYMENT							
	\$265,879	\$393,050	\$549,246	\$421,419	100.00%	\$549,246	\$0
TOTAL	\$16,347,950	\$30,645,858	\$32,039,156	\$17,464,709	98.56%	\$31,577,969	-\$461,187

FY2012 General Corporate Fund Projection Summary Report

		<i>Fund Balance Less Loan</i>
FUND BALANCE 11/30/11 (unaudited)	\$4,136,581	\$3,803,454
BEGINNING FUND BALANCE % OF BUDGET -	13.06%	12.01%
	<i>Budgeted</i>	<i>Projected</i>
ADD FY2012 REVENUE	\$32,024,210	\$31,684,303
LESS FY2012 EXPENDITURE	\$32,039,156	\$31,577,969
Revenue to Expenditure Difference	-\$14,946	\$106,334
FUND BALANCE PROJECTION - 11/30/12	\$4,121,635	\$4,242,915
% OF 2012 Expenditure Budget	12.86%	13.44%
Outstanding Loan to Nursing Home	-\$333,127	-\$333,127
Unreserved Fund Balance Projection - 11/30/12	\$3,788,508	\$3,909,788
% of FY2012 Budget	11.82%	12.38%

GENERAL CORPORATE FUND - FY2012 BUDGET CHANGE REPORT

General Corporate Fund Original Budget As Of:	12/1/2011
Expenditure	\$31,660,183
Revenue	\$31,551,692
Revenue/Expenditure Difference	(\$108,491)

General Corporate Fund Budget As Of:		7/16/2012		
Expenditure	\$32,039,156	% Inc/Dec	1.20%	Revenue/Exp. (\$14,946)
Revenue	\$32,024,210	% Inc/Dec	1.50%	

EXPENDITURE CHANGES

Department	Description	Expenditure Change	Revenue Change	Difference
County Board	Intergovernmental Agreement to Challenge EPA Clinton Landfill Decision	\$14,000	\$0	(\$14,000)
State's Attorney	Appellate Prosecutor Contract	\$3,000	\$0	(\$3,000)
Coroner	Sale of Van/Purchase of Equipment	\$450	\$450	\$0
EMA	Local Emergency Planning Grant	\$6,800	\$6,800	\$0
Auditor	Salary Stipend	\$28	\$28	\$0
Supervisor of Assessments	Salary Stipend	\$1,800	\$1,800	\$0
State's Attorney	Benefits Payout	\$17,868	\$0	(\$17,868)
Correctional Center	Prior Fiscal Year Medical Bills	\$21,587	\$0	(\$21,587)
Coroner	Grant	\$4,000	\$4,000	\$0
Correctional Center	Court Security Staff for Courts Sound/Video Project	\$2,940	\$2,940	\$0
Recorder	Increase in Real Estate Transactions	\$300,000	\$450,000	\$150,000
Coroner	Salary Stipend	\$2,600	\$2,600	\$0
Sheriff	Salary Stipend	\$3,900	\$3,900	\$0
TOTAL		\$378,973	\$472,518	\$93,545

Changes Attributable to Recurring Costs	\$337,365	\$462,778	\$125,413
Changes Attributable to 1-Time Expenses	\$41,608	\$9,740	(\$31,868)



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES 1776
East Washington Street, Urbana, Illinois 61802-4581

ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE
MANAGEMENT SERVICES

Deb Busey, County Administrator

MEMORANDUM

TO: Carol Elliott, Chair – C-U Public Health District
Bobbi Scholze, Chair – County Board of Health
Brendan McGinty, Chair – Finance Committee of the County Board ✓
Julie Pryde, Public Health Administrator - CUPHD

FROM: Deb Busey, County Administrator *Deb*

DATE: June 20, 2012

RE: DISTRIBUTION OF PUBIC HEALTH LEVY for FY2012

As you are all aware, the Public Health Levy collected by the County each year is to be distributed to two entities – the C-U Public Health District and the County Board of Health. The determination of the amount of the levy to be received by each entity is dependent on the split of the EAV between the incorporated areas of the Champaign-Urbana Public Health District, and the EAV of all areas outside of that District.

At the time the County prepared the FY2012 budget, it was anticipated that the total levy would be \$953,095 and that the split of the EAV for the property taxes collected for 2011 would be 57.59% within the Champaign-Urbana Public Health District and 42.41% in the areas of the County outside of the CUPHD. The County's budget for Public Health was projected according to that breakdown. It has now been confirmed by the County Clerk, that the certified levy is \$954,041.85 and that the actual distribution of the EAV for the 2011 property taxes (collected in 2012) is 57.06% within the Champaign-Urbana Public Health District and 42.94% in the areas of the County outside the CUPHD.

This change in the breakdown will create a change in revenue distribution in FY2012 in the County Public Health Fund. The revenue from the property tax collected on behalf of C-U Public Health District will be decreased from \$548,887 to \$544,376.28. The revenue from the property tax collected on behalf of the County Board of Health will be increased from \$404,208 to \$409,665.57.

	FY2012 Original Budget	Original % of Levy Breakdown	Certified FY2012 Budget	Adjusted % of Levy Breakdown	Increase/ Decrease after Adjustment
TOTAL LEVY	\$953,095.00		\$954,041.85		\$946.85
County Board of Health	\$404,208.00	42.41%	\$409,665.57	42.94%	\$5,457.57
CUPHD	\$548,887.00	57.59%	\$544,376.28	57.06%	-\$4,510.72

These changes do not require any change to the FY2012 County Board of Health Budget, unless the Board of Health requests additional changes based on this information. I am writing simply to inform all interested parties of the status of the distribution of the Public Health Levy that will be made over the next several months.

If you have any questions or concerns regarding this matter, please feel free to contact me. Thank you for your consideration.

xc: Dan Welch, Treasurer
 Tony Fabri, Auditor
 Carol Wadleigh, Chief Deputy Auditor



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
URBANA, IL 61802
(217) 384-3776
(217) 384-3765 – PHYSICAL PLANT
(217) 384-3896 – FAX
(217) 384-3864 – TDD
Website: www.co.champaign.il.us

ADMINISTRATIVE SUPPORT
DATA PROCESSING
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

MEMORANDUM

TO: Brendan McGinty, Deputy Chair-Finance & MEMBERS OF THE CHAMPAIGN COUNTY BOARD COMMITTEE of the WHOLE

FROM: Deb Busey, County Administrator
Alan Reinhart, Facilities Director

DATE: August 8, 2012

RE: REPORT in SUPPORT of BUDGET AMENDMENT #12-00038

ISSUE

At the August 7th County Facilities Committee of the Whole, the Board requested that Physical Plant identify necessary maintenance projects for the Downtown Correctional Center that could be undertaken yet this year.

REPORT

At this time, we are aware that a portion of the roof requires repair, and have obtained one estimate for the work – at \$23,993. This falls under the \$30,000 bidding requirement, and is a job that could likely be completed in the current fiscal year. While we intend to comply with the County Purchasing Policy by obtaining at least two more quotes/estimates for this work, we are presenting a budget amendment to you at this time for \$24,000 to enable the Facilities Director to initiate this project after the Board's approval of the amendment at the August 23rd County Board Meeting.

The attached budget amendment is to appropriate the funds necessary for the Downtown Correctional Center roof repair from the Capital Asset Replacement Fund Facilities Budget. At this time, there is a balance of \$173,952 in reserve funds in this budget that have not been appropriated to other projects. The amendment requests the appropriation of \$24,000 of that money to this project. A copy of the Capital Asset Replacement Fund Facilities Budget history is attached to this Memorandum for your additional information.

RECOMMENDED ACTION:

The Finance Committee of the Whole approves Budget Amendment #12-00038 to enable the repair of the roof at the Downtown Correctional Center in FY2012.

If you have any additional questions or information requests with regard to this issue, please feel free to contact us.

Attachments

Champaign County Capital Equipment/Improvement Fund Facilities Plan

Line Item	Revenue Source	FY2007 Actual	FY2008 Actual	FY2009 Actual	FY2010 Actual	FY2011 Actual	FY2012 Actual
	BEGINNING BALANCE	\$0.00	\$92,146.00	\$59,828.38	\$50,205.26	\$260,999.45	\$189,949.75
331.77	Homeland Security Grant	\$6,146.00					
334.85	DCEO Grant	\$7,000.00			\$21,000.00		
371.78	From Jail Construction	\$28,400.00					
371.8	From General Corp	\$50,600.00	\$12,966.00				
362.15	Rent				\$416,000.00		
371.06	From Public Safety Sales Tax				\$173,584.00		
	Capital Revenue re-appropriated to Facilities from County Clerk Capital						\$13,485.00
	REVENUE TOTAL	\$92,146.00	\$12,966.00	\$0.00	\$610,584.00	\$0.00	\$13,485.00
	Facilities Project						
544.18	Brookens Men's Restroom		\$8,285.16				
544.4	Security Fencing - ILEAS & Satellite		\$33,190.46				
533.04	Energy Grant			\$9,623.12	\$9,072.93		
544.19	Security Metal Door at Jail		\$3,808.00				
544.19	Chiller Replacement DT Jail				\$173,584.23		
533.02&533.04	AE Services for County Clerk Remodel				\$11,549.36		
533.46	EOC Remodel				\$7,995.00		
544.47	ILEAS Roof				\$197,588.29	\$71,049.70	
544.18	Remodel County Clerk Early Voting Area/Brookens						\$4,573.58
544.74	Kitchen Equipment/Satellite Jail						\$15,998.00
	EXPENDITURE TOTAL	\$0.00	\$45,283.62	\$9,623.12	\$399,789.81	\$71,049.70	\$20,571.58
	BALANCE - YEAR-END	\$92,146.00	\$59,828.38	\$50,205.26	\$260,999.45	\$189,949.75	\$182,863.17

REQUEST FOR BUDGET AMENDMENT

BA NO. 12-00038

FUND 105 CAPITAL ASSET REPLCMT FND DEPARTMENT 059 FACILITIES PLANNING

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
105-059-544.19 CORR CENTER CONST/IMPROVE	0	0	24,000	24,000
TOTALS	0	0	24,000	24,000

INCREASED REVENUE BUDGET:

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

EXPLANATION: TO REPAIR ROOF AT DOWNTOWN CORRECTIONAL CENTER.

DATE SUBMITTED: <u>8-9-2012</u>	AUTHORIZED SIGNATURE <u>Debra L. Busby</u>	** PLEASE SIGN IN BLUE INK **
------------------------------------	---	-------------------------------

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ **DATE:** _____



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
URBANA, IL 61802
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(217) 384-3896 – FAX
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ADMINISTRATIVE SUPPORT
DATA PROCESSING
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

MEMORANDUM

TO: Brendan McGinty, Deputy Chair-Finance & MEMBERS OF THE CHAMPAIGN COUNTY BOARD COMMITTEE of the WHOLE

FROM: Deb Busey, County Administrator

DATE: August 8, 2012

RE: REPORT in SUPPORT of BUDGET AMENDMENT 12-00037

ISSUE

Earlier this year, the Urbana Park District contacted me expressing an interest in leasing additional space for their administrative offices at the Brookens Administrative Center. The space they had the greatest interest in obtaining is the space that was occupied by the Civil Division and Support Enforcement Division of the State's Attorney's Office, on the upper level on the east side of Pod 400. To determine whether or not this was feasible, I reviewed with the State's Attorney the request. The State's Attorney, after careful review of her office space in the Courthouse, determined that she welcomed the opportunity to move all of her staff into her offices at the Courthouse, and that it could be accommodated with some renovation to her existing space there.

The State's Attorney's Office embarked upon the initial phases of making this move by relocating the two civil assistants to the Courthouse, and with some internal moves of other members of that staff. The final move of the Support Enforcement Division is dependent upon the renovation of the space through the addition of a service window to their entry hall for use by Support Enforcement as a reception area. Attached to this Memorandum is a communication from Alan Reinhart, which provides additional documentation regarding the remodeling requested by the State's Attorney to accommodate this move.

REPORT

The lease of the space on the upper east level of Pod 400 will generate annual rent of \$21,877.39 if leased to the Urbana Park District under the terms of their current lease with the County for space in Pod 400. Early discussions with the Urbana Park District administrative staff in mid-late spring

indicated their interest in obtaining this space by late fall or early winter this year. In mid-summer, the Urbana Park District informed me that their Board was placing on hold any decision to move forward with obtaining space for their administrative offices. At that point, the State's Attorney had already embarked on plans to move her staff to the Courthouse location. The State's Attorney will enjoy operational efficiencies by having all staff, and particularly the Support Enforcement operations, located at the Courthouse.

At this point, I am requesting your approval to proceed with the remodel project and appropriation of funds necessary for the move of the State's Attorney's Civil and Support Enforcement Divisions to the Courthouse. Both the State's Attorney and Physical Plant are prepared to move forward. The total cost of the remodel and move is less than the annual rent the County will generate once the space is vacated. While the Urbana Park District is not ready at this time to commit to this lease, we can continue discussions with them regarding this option. In the alternative, the County could also seek other tenants for this space if there is future confirmation from the Park District that they will not be pursuing this option.

The attached budget amendment is to appropriate the funds necessary for the renovation/installation of a window to the State's Attorney Office from the Capital Asset Replacement Fund Facilities Budget. At this time, there is a balance of \$173,952 in reserve funds in this budget that have not been appropriated to other projects. The amendment requests the appropriation of \$11,000 of that money to this project. The remaining costs for the actual physical move of the State's Attorney's offices will come to you after those costs have been documented as an amendment to the State's Attorney's General Corporate Fund Budget for FY2012.

RECOMMENDED ACTION:

The Finance Committee of the Whole approves Budget Amendment #12-00037 to enable the location of all State's Attorney's Office staff in the Courthouse, thereby vacating space available to be leased on the upper east level of Pod 400, Brookens Administrative Center.

If you have any additional questions or information requests with regard to this issue, please feel free to contact me.

Attachments

CHAMPAIGN COUNTY PHYSICAL PLANT

1776 EAST WASHINGTON STREET, URBANA, ILLINOIS 61802-4581

FACILITIES & GROUNDS MANAGEMENT SERVICES



Alan Reinhart, Facilities Director

To: Deb Busey

Date: August 8, 2012

Re: States Attorney Support Enforcement/Civil Attorney Relocation

I have met with Julia Ritz and Steve Ziegler three times this past month to discuss what modifications are needed to their space on the 2nd floor of the existing Courthouse to allow the Support Enforcement/Civil Attorneys to use this space effectively.

It was agreed between us that to use the space on the south side of their entry hall a service window would need to be installed by the entry door to this area. This would allow the person receiving visitors to be in a secure area, talk with the visitors, control their entry and still be able to perform other duties during the course of the work day.

Other options were considered such as using a camera and intercom, relocating the entry door to another location and moving the receptionist to the main reception counter across the hall. The camera/intercom and the door relocation options would involve minor rewiring, minor construction, ceiling modifications and interface with the Fire Alarm, Door Control and Security systems. The existing reception counter across the hall is not large enough to accommodate another person and would not allow this position to work on the other assigned task during the day. With all these considered, the best and simplest solution is to install the service window.

The main issue involved with adding a service window to this area is that this particular wall is one of the existing 18" thick brick walls. During our last renovation many penetrations were made to existing walls, so this would not be an unusual task to take place in this section of the building. It will require a skilled mason to remove brick and install a lintel to create the opening required for the service window.

I contracted our Architect of Record for the last renovation project, IGW Architecture and asked them for an opinion of probable cost to install this service window. I have attached a copy of an e-mail from Scot Wachter stating the rough cost to be \$11,000.00. To proceed with the installation of the service window, we will need to hire an Architectural/ Structural Engineering firm to design the penetration, file for permits with the City of Urbana, hire a masonry firm to create the opening and install the window.

Please let me know how you would like me to proceed.

Alan Reinhart

From: Scot Wachter [swachter@igwarchitecture.com]
Sent: Wednesday, July 11, 2012 5:13 PM
To: Alan Reinhart
Cc: Riley Glerum
Subject: 12P State's Attorney Remodeling

Alan -

Rough costs for adding the reception window at the second floor of the Courthouse. Construction \$7,800, Construction contingency \$700 and fees \$2,500 for a total of \$11,000. Let me know if you have any questions. Thanks

Scot W. Wachter
Principal / President



114 West Main Street
Urbana, Illinois 61801
T / 217 328 1391 x19
F / 217 328 1401

ISAKSEN GLERUM WACHTER LLC

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REQUEST FOR BUDGET AMENDMENT

BA NO. 12-00037

FUND 105 CAPITAL ASSET REPLCMT FND DEPARTMENT 059 FACILITIES PLANNING

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
105-059-544.16 COURTS FACILITY CONST/IMP	0	0	11,000	11,000
TOTALS	0	0	11,000	11,000

INCREASED REVENUE BUDGET:

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

EXPLANATION: TO REMODEL STATE'S ATTORNEY SPACE BY ADDING RECEPTION WINDOW FOR SUPPORT ENFORCEMENT RECEPTION AREA.

DATE SUBMITTED:

8-9-2012

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Demetrius Bussey

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Michael J. Smith

ADDRESS: 810 Dodds Dr. Champaign IL. 61820
Street City State Zip Code

EMAIL: Mike @ mjsmithcpa.com PHONE: 217-354-4736

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Developmental Disabilities Board

BEGINNING DATE OF TERM: 7-1-12 ENDING DATE: 6-30-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

Continual participation on the board
since its inception. I am a parent
at a disabled daughter and a former board
member at DSC.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

To be an advocate for the disabled of Champaign
County. I will be attentive, I will listen, I
will carry out my responsibilities quickly and fairly.

- 3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

I Am been a board member since inception AND HAVE been active in various roles for other disabled organizations. I am fully aware of the budgeting and distribution policies of the board.

- 4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes ___ No ___ If yes, please explain:

I WAS A former board member of DSC AND my daughter received services there.

- 5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No ___ If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Signature

Date

5/23/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Philip T Krein
ADDRESS: 802 S Elm Blvd Champaign IL 61820
Street City State Zip Code
EMAIL: _____ PHONE: 217-398-8124

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Developmental Disabilities Board

BEGINNING DATE OF TERM: July 1, 2012 ENDING DATE: June 30, 2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/ reappointment?

Active in several local organizations linked to developmental disabilities. I have a son, born in Urbana and now age 20, with a rare form of autism. I have participated in parent support groups, assisted him and other boys in scouting, and assisted him in C-U Special Rec, Challenger League baseball, Special Olympics, and others. I am concerned about adult services to help him and others reach their full potential. My degrees are in economics and in engineering, and I am chairman of a high-tech firm.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe the Developmental Disabilities Board should make diligent, frugal, and innovative use of tax funds allocated to it to make Champaign County a leader in Illinois in quality of services to citizens with developmental disabilities. Board members should work to be fully informed about existing services and providers, but should also seek out best practices, lead with innovations and find ways to leverage funds. As a board member, I will push to make our services best-in-class.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

My understanding is that the CCDDDB manages a specific tax assessment, established by vote in 2004, "for care and treatment of persons with a developmental disability," through evaluation of proposals from service providers and other groups, by monitoring emergency and urgent care needs, by staying informed about the full range of activities and events in the county related to developmental disabilities, and by assessing outcomes. The needs far outpace funds. Staff are shared with the MHB.

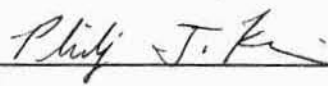
4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

I can attend meetings at 8am Wednesday during 2012-13 and intend to suggest future meeting times that might be better suited to working citizens and board members.

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

22 May 2012

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Tod Courtney

ADDRESS: 608 Park Lane Drive Champaign IL 61820
Street City State Zip Code

EMAIL: tod_courtney@yahoo.com **PHONE:** 217-352-0579

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Trustee, Windsor Park Fire Protection District

BEGINNING DATE OF TERM: 6/3/2012 **ENDING DATE:** 4/30/2013

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.**

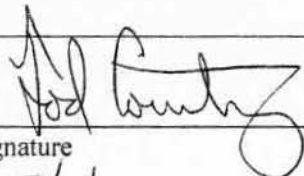
1. What experience and background do you have which you believe qualifies you for this appointment?

I have lived in Windsor Park since 2001. I have served over three years on the Windsor Park Home owners association board. I am an engineer by training. I have served on multiple volunteer boards and committees at my church and organizations like Habitat for Humanity. I have a generally good understanding of finances, budgets, accounting and fire safety issues.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have spoken to one of the current trustees, David Dupre, multiple times about the issues facing our fire protection district including the specific need for a revenue increases to cover increases costs of fire protection from Savoy FPD.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:


Signature

5/1/2012
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: M. JEAN MANNIN

ADDRESS: P.O. Bx 122. SAVOY IL 61874
Street City State Zip Code

EMAIL: YUPGKNEE@YAHOO.COM PHONE: 621-1318

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: East Lawn Cemetery

BEGINNING DATE OF TERM: 7-1-2012 ENDING DATE: 6-30-2018

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

ON EASTLAWN BOARD PREVIOUS 5 YRS

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

SAME

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

M. Jean Mannin
Signature

149 Date: 7/18/2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Lyle Brock

ADDRESS: 5111 N. Duncan RD. Champaign IL 61822
Street City State Zip Code

EMAIL: _____ PHONE: 217-356 9712

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Beaver Lake Drainage District

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-15

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I have been a land owner/operator for 45 years and currently serving as Treasure of Beaver Lake D.D.

I am a land owner in Beaver Lake Drainage District(Hensley Twp.)and also in the Lower Big Slough District
(Condit Twp.)

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I hold general knowledge of drainage district functions including oversight and maintenance of drainage
systems. Income is received from tax assessment, and is based on district needs.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

Lyle Brock
Signature

150 7/07/12
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Jack Murray

ADDRESS: 2607 County Road 1000 E Champaign IL 61822
Street City State Zip Code

EMAIL: snowmurray@aol.com PHONE: 217 202 8408
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Blackford Slough D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
Farmed in the area for 30 years. Served on board for 15 years.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
served on board for 15 years
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes No If yes, please explain:

Jack Murray
Signature

151 Date: 7/18/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment
PLEASE PRINT IN BLACK INK

NAME: Delmar K. Banner PHONE: (217) 353-4900 FAX: (217) 353-4901

ADDRESS: 2840 County Road 600 E Fisher IL 61843
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: Conrad & Fisher Mutual Drainage District

TITLE OF APPOINTMENT REQUESTED: Drainage Commissioner

BEGINNING DATE OF TERM REQUEST: September 1, 2012 ENDING DATE: August 31, 2015

Champaign County appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment?

I have acquaintance with the land in the district since childhood and have farmed land within the district since 1986. On the faculty of the University of Illinois for almost 20 years, I taught Agricultural Law (including drainage law) and Environmental Law & Policy.

2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?

In addition to my personal experience as a farm owner and operator for more than 20 years – dealing with issues of drainage, I have the acquaintance with the district operations, holdings, taxes and fees that comes from service for several terms as a Drainage Commissioner on Conrad & Fisher Drainage District

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No.

I yes, please explain.


Signature

Date: 7/23/2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Paul Berbaum

ADDRESS: 476 County Rd. 1700N Champaign IL 61822
Street City State Zip Code

EMAIL: _____ PHONE: 217-863-2003

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: D.D. #2 of Scott

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

- Drainage District #2 Town of Scott commissioner since September 2000
- Land owner and home owner who has resided in the drainage district since 1972
- Associates degree from Parkland College
- Trustee and treasurer on Scott Fire Protection District Board since its formation in 1992
- Champaign County Farm Bureau board member from January 2004 – January 2010
- Treasurer of Champaign County Farm Bureau Board form January 2005 – January 2009
- Farm operator since 1988

2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?

The drainage district's 3-member board oversees the maintenance and repair of the district owned drainage tile. Tax levies are the district's sole source of income. I have served as a drainage district commissioner on Drainage District #2 of Town of Scott since September 2000, so I am familiar with the operations of the district.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain.

Paul R. Berbaum
Signature

Date: July 16, 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Charles J. Breen Jr

ADDRESS: 3610 S Barker Champaign IL 61822
Street City State Zip Code

EMAIL: None PHONE: 217 863 2290

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Fountain Head D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have farmed along the Kaskaskia for many years and have an extensive knowledge of the drainage systems. a member of the FHDD board for a number of years and presently serve as Chairman.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

As a commissioner of FHDD I am familiar with the operation of the drainage systems and the problems we face and the solutions needed.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Ch...

Signature

154 Date: 7-9-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: RICK WOLKEN

ADDRESS: 2294 Co. Rd. 1600E, Urbana IL 61802
Street City State Zip Code

EMAIL: _____ PHONE: 217-202-0985

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Longbranch Mutual D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I have been a farmer for 30 years and on a farm for 54 years. I also install drainage tile for farmer in the area. And I have been a drainage comm. for 18 years.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I understand about all of the above operations because I have been on this district for 18 years
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes _____ No If yes, please explain:

Rick Wolken
Signature

155 Date: 6-10-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Beverly A. Hanks

ADDRESS: 659 County Rd 2550 N Dewey IL 61840
Street City State Zip Code

EMAIL: _____ PHONE: (217) 897-6185

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Lower Big Slough D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have served on the Commission for many years. I believe the experiences over this time has given me knowledge to continue serving.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

All of these have been considered during my time serving. I would continue my service as in the past.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No If yes, please explain:

Beverly A. Hanks
Signature

156 Date: 7-23-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: John S. Nelson

ADDRESS: 2977 County Road 400E Fisher IL 61843
Street City State Zip Code

EMAIL: _____ PHONE: 217-897-1250

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Nelson, Moore, Fairfield Drainage District

BEGINNING DATE OF TERM: 9-1-12 August 31, 2012 ENDING DATE: 9-1-15 August 31, 2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I own 34 acres of land located within the drainage district. I also rent an additional 360 acres within the district
I have farmed the rented 360 acres since 1975 and owned since 2000. I have helped settle disputes in the
past with landowners. I know every farmer in the district by name and have lived in this neighborhood my
entire life.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
In the past 10 years that I have been a commissioner I have participated in meetings when the budget is set.
All bills come to me and I make sure they are paid. Have arranged for spraying of trees and brush on the
right-of-way. Have helped update the current map of the district with new land owners names. Participated in
meeting where the levy is set.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

John S. Nelson

Signature

7-5-12

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: GERALD E HENRY

ADDRESS: 477 CR 300N SADORUS IL 61872
Street City State Zip Code

EMAIL: _____ PHONE: 217 598 2586

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: OKaw D.D.

BEGINNING DATE OF TERM: 9-1-12 ENDING DATE: 8-31-15

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I am a landowner and I live in the district. I am capable of making sound decision regarding farm drainage.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
At the present time I have served on this drainage district for 21 years. I know how it operates. I have been involved with the tax system as we went through court to raise the levies.
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes No If yes, please explain:

Gerald E Henry
Signature

158 Date: _____

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: LEONARD STOCKS

ADDRESS: P.O. Box 338
72 GLENBROOK LANE FISHER, IL 61843
Street City State Zip Code

EMAIL: LEN0038@AOL PHONE: 217-377-1572

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Owl Creek D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Farmed in Owl Creek district for 40 yrs and have been on the board for 35 yrs

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Own farm land and farm in the district.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Leonard Stocks
Signature

159 Date: 7-5-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Douglas Reinhart

ADDRESS: 325 County Rd 1000E Pesotum IL 61863
Street City State Zip Code

EMAIL: _____ PHONE: Am 217 867-2518
(cell) 217 714-0936

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Pesotum Consolidated D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Been on this drainage district
for 15 yrs

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Substantial

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

DJR
Signature

160 Date: 7/8/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: JEFFREY D. LITTLE

ADDRESS: P.O. Box 105 301 E. MARSHALL TOLONO IL 61880
Street City State Zip Code

EMAIL: JLFAARM@AOL.COM PHONE: 217-485-5868
 Check Box to Have Email Address Redacted on Public Documents 217-369-5895 CELL

NAME OF APPOINTMENT BODY OR BOARD: Pesotum Slough Special D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I HAVE BEEN A COMMISSIONER ON THIS DISTRICT FOR SEVERAL TERMS. MOST OF THE LAND I FARM AND THE LAND I OWN ARE IN THE DISTRICT.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I HAVE A GOOD WORKING RELATIONSHIP WITH THE CURRENT COMMISSIONERS, LAWYER AND FARMERS IN THE DISTRICT. I HAVE BEEN INVOLVED WITH SEVERAL PROJECTS TO THE BENEFIT OF THE DISTRICT.
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes No If yes, please explain:

Signature Jeffrey D. Little
Date: July 15 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Kevin Wolkew

ADDRESS: 2516 ER 1600E Thomasboro IL 61828
Street City State Zip Code

EMAIL: _____ PHONE: 217-841-1414

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Raup D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Living + Farming in the district for many years along with working with drainage issues.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Serving on the board for 8 yrs, I have gained knowledge & experience with these matters

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Kevin Wolkew
Signature

Date: 7-8-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Steve Day

ADDRESS: P.O. Box 123 Gibson City IL 60936
Street City State Zip Code

EMAIL: _____ PHONE: 217-784-5143

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Sangamon + Drummer D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
Having lived here most of my life, farmed for 22 years and being a landowner who pay into the district, I understand the need for the district.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
my experience as a commissioner since 2003 has taught me the need and working of the drainage district and how it is run.
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes _____ No If yes, please explain:

Steve Day
Signature

163 Date: 7-17-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: MERVYN L. OLSON

ADDRESS: 608 S. LINCOLN PHILD IL 61864
Street City State Zip Code

EMAIL: _____ PHONE: 684-2275

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Silver Creek D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

30 years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Have worked around water all my life.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Mervyn L. Olson
Signature

Date: 7-10-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Reggie Peters

ADDRESS: 2644 Co. Rd, 1800 E. Rantoul IL. 61866
Street City State Zip Code

EMAIL: _____ PHONE: _____

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Salt Fork D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been a member of Salt Fork P.P. for approximately 20 years.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have a very good knowledge of above items, since I have been on the board a number of years.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Reggie Peters
Signature

Date: 7/7/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Glen Lafenhagen

ADDRESS: 516 Stonecrest Dr. Savoy IL 61874
Street City State Zip Code

EMAIL: g.lafenhagen@comcast.net PHONE: 355-2578
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: South Fork D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
Farm background - County Board 20 years.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I have served on South Fork D.D. several years. Before that, I was the Assessor for Philo Township for nine years
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes No If yes, please explain:

Glen Lafenhagen
Signature

Date: 9 July 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: LLOYDE H. ESRY

ADDRESS: 1987 CR. 1400 N. St Joseph IL 61873
Street City State Zip Code

EMAIL: ruthh64@gmail.com PHONE: 217 621-6058

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: St. Joseph #3 D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

LONG TERM DRAINAGE DISTRICT COMMISSIONER
LIKE TO READ, STUDY, AND KEEP UP WITH WHAT IS HAPPENING
IN THE URBAN/RURAL DRAINAGE FIELD
MEMBER SALT FORK STEERING COMMITTEE

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

AM PRESENTLY AN ACTIVE DRAINAGE DISTRICT COMMISSIONER
FOR ST JOE #3.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Lloyd H. Ery
Signature

167 Date: 8/1/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Dale Busboom

ADDRESS: 1587 C.R. 2075 E. St. Joseph, IL 61873
Street City State Zip Code

EMAIL: _____ PHONE: 469-7528

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: St. Joseph #4 D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I have been a commissioner for more than twenty yrs.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I am chairman of P.D. #4 and along with the other 2 drainage commissioners are responsible for maintaining the open ditch and several miles of tile that provide drainage to the farms around them.
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes _____ No If yes, please explain:

Dale Busboom
Signature

Date: 7/30/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: David Wolken

ADDRESS: 1631 CR 2500N Thomasboro IL 61878
Street City State Zip Code

EMAIL: dwolken4@yahoo.com PHONE: 217 202 2804

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Triple Fork D.D.

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I am ^a current commissioner.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

We had to raise the drainage tax in our district last year to get some badly needed maintenance done, still have more to do then we hope to lower the tax rate.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

David Wolken
Signature

Date: 7-12-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: LYNN J. HOLS

ADDRESS: 2273 C.R. 2400 N. ST. JOSEPH IL. 61873
Street City State Zip Code

EMAIL: _____ PHONE: 217 493 9234

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Union D.D. of Stanton + Ogden

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I farm and own farm land in the District

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I am a 4 year appointee

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Lynn J. Hols
Signature

Date: 7-5-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: MAX FRANKS

ADDRESS: 769 Co. Rd. 1600E Philo IL 61864
Street City State Zip Code

EMAIL: _____ PHONE: 217-684-2085

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Union #1 DD. of Philo + Crittenden

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have served as Commissioner of Philo & Crittenden Drainage Dist. for about 28 years.
Also served as School Board Member.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Twenty eight years of being a Commissioner.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No If yes, please explain:

Max Franks
Signature

Date: 7/25/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Edward M Decker

ADDRESS: 915 Co Rd 1700E Philo IL 61864
Street City State Zip Code

EMAIL: EMDECKER94@AOL.COM PHONE: _____

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Union D.D. #1 of Philo + Urbana

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
I own ground + have farmed in the district for many years. We also do our own thing, so I have experience in the field.
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I have been serving on the district board for several years and am familiar with all of the operations of the board.
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes _____ No X If yes, please explain:


Signature

172 Date: 7/5/12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Daniel C. Mills

ADDRESS: 1401 C. Rd. 2500E Ogden IL 61859
Street City State Zip Code

EMAIL: millsviewfarm@prairiel.net, net PHONE: 469-2353

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Union DD#2 of St. Joe + Ogden

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I farm along the drainage ditch and have been a Commissioner for several years.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

The commissioners assess taxes on property owners for the maintenance of the district such as spraying trees, brush, and repair work on tiles and the ditch.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Daniel C. Mills
Signature

Date: July 10, 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Greg Allen

ADDRESS: 2647 South Homer Lake Rd. Homer IL. 61849
Street City State Zip Code

EMAIL: allertonpropane@hotmail.com PHONE: 217-649-0560

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Union D.D.#3 of S.Homer + Sidney

BEGINNING DATE OF TERM: 9-1-12 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

University of Illinois Bachelor Degree in Ag Econ

28 years experience in management agriculture business

Certified Crop Adviser # 04376

Director of the Philo Exchange Bank

10 years experience in farming and family ownership in the district

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have limited knowledge of the appointed body's operation,
I am more than able to handle what it entails and look forward
to helping.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Greg Allen
Signature

174 Date: 7-27-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Donald Maxwell

ADDRESS: 4 Lake Park Rd Champaign IL 61822
Street City State Zip Code

EMAIL: _____ PHONE: 351-4893
369-4893
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Upper Embarras River Basin D.D

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

*Knowledge of watersheds and limitations of boundaries.
Farmed in area also.*

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Have worked with contractors & attorneys in past.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No ✓ If yes, please explain:

Donald Maxwell
Signature

Date: July 6, 2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Richard Peavler

ADDRESS: 2269CR 3500N Ludlow IL. 60949
Street City State Zip Code

EMAIL: f121017@wigi.us PHONE: 841-9447

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: West Branch Drainage District

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Have been a Drainage Commissioner of West Branch Drainage District since 1991.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes No If yes, please explain:

Richard Peavler
Signature

Date: 7-7-2012

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Charles Steggy

ADDRESS: 1543 County Rd 2650E Opden IL 61859
Street City State Zip Code

EMAIL: _____ PHONE: _____

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Willow Branch Drainage District

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2012

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been a COMMISSNER FOR a FEW years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have help make the disions FOR as long as I have SERVED,

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes _____ No X If yes, please explain:

Charles Steggy
Signature

Date: 7-6-12

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Francis Lafenhagen

ADDRESS: 728 CR 1700E Philo IL 61864
Street City State Zip Code

EMAIL: _____ PHONE: 219-684-2820

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Wrisk Drainage District

BEGINNING DATE OF TERM: 9-1-2012 ENDING DATE: 8-31-2015

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?
2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)
Yes _____ No X If yes, please explain:

Francis Lafenhagen
Signature

Date: 7-5-12

TO WHOM IT MAY CONCERN:

I, PAUL DOHME, Commissioner of Union Drainage District No. 3 of the Towns of South Homer and Sidney, do hereby resign as Commissioner of said Drainage District.

July 9,
Dated ~~June~~ _____, 2012

A handwritten signature in cursive script that reads "Paul Dohme". The signature is written in black ink and is positioned above a horizontal line.

PAUL DOHME

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
Fire, Drainage, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: KEVIN L. WIENKE

ADDRESS: 926 County Road 2400 E Homer IL 61849
Street City State Zip Code

EMAIL: ktetc5@prairie.net PHONE: 217-621-7403

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Drainage District No. 3, Towns of South Homer & Sidney (Union)

BEGINNING DATE OF TERM: September 1, 2012 ENDING DATE: August 31, 2013

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I Live and Farm in this drainage district and I believe that good drainage and proper maintenance to keep water draining properly is very important

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

My knowledge is limited as of right now due to the fact that I have never been on a drainage board before. However, I do feel that I will learn quickly and will be able to do a good job as a drainage commissioner

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

Kevin L. Wienke
Signature
7/16/12
Date

8/6/2012

C. Pius Weibel,

I am submitting my application to be a board member of the Champaign County Forest Preserve District.

Both Jerry Pagac, the outgoing executive director and Mike Daab, Director of Natural Resources asked me to consider applying for one of the two open positions. I have talked to board members Ruth Wene and Robin Hall regarding responsibilities of the board members and they have encouraged me to submit my application.

I have been a volunteer for CCFPD since 2000, donating prairie seed from my home prairie for the start of the Buffalo Trace Prairie project and have followed up each year with additional seed donations and giving my time as the volunteer steward there doing invasive weed control and leading volunteer work days collecting seed on site for prairie expansion at Buffalo Trace Prairie and other CCFPD sites.

I have worked with 4 Directors of Natural Resources, Roger Kirkwood, Kristina Hubert, Dan Olson, and Mike Daab.

Now that Dan Olson is the new Executive Director, I look forward to being able to continue the good working relationship I have had with him in a new capacity as a member of the CCFPD Board of Commissioners.

I was an early donor to the Champaign County Design and Conservation Foundation's initial fundraising for what was then the Conrail line and is now the proposed Kickapoo Trail. It would be exciting to see that longtime dream of many become a reality while I am a member of the board.

Sincerely,



Philip Hult

401A County Road 2425 N

Mahomet, IL 61853

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: Philip Hult

ADDRESS: 401A Co Rd 2425 N Mahomet IL 61853
Street City State Zip Code

EMAIL: philhult@hotmail.com **PHONE:** 708-692-4776

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:
Forest Preserve Board of Comm

NAME OF APPOINTMENT BODY OR BOARD: County Board

BEGINNING DATE OF TERM: open **ENDING DATE:** 6/30/17

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.**

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have been a citizen volunteer for the CCFPD since 2000. I donated the native prairie grass and wildflower seeds to start the Buffalo

Trace Prairie reconstruction project at Lake of the Woods Park in Mahomet. In 2007 Dan Olson of CCFPD nominated me, along with Gail

Snowdon, and were awarded the Illinois Park Districts outstanding citizen volunteer of the year award and then in 2008 for

the National Parks and Recreation award. I have continued to volunteer my time as the prairie steward doing invasive weed

control and donating additional seed for the expansion of the Buffalo Trace Prairie reconstruction. I have worked with the Natural Resources Dept under

the direction of Roger Kirkwood, Kristina Hubert, Dan Olson and now Mike Daab. I believe that all of them would give me a good reference.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe that it is the responsibility of each board member to be informed on the issues

regarding the mission of the CCFPD which should be conservation, education, and

recreation and to make prudent financial decisions to carry out that mission.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

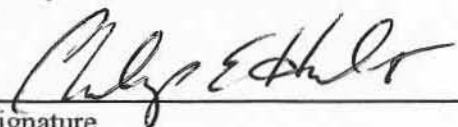
As a property owner in Mahomet since 1988, I am aware of the CCFPD's tax rate and its impact on my property taxes. I whole heartedly support the CCFPD's mission. My contacts with CCFPD staff has been primarily with Natural Resources. I have met many other staff members at the annual volunteer appreciation dinners. As I live in Mahomet, I do my volunteer work at Lake of the Woods and I have visited all of CCFPD's properties. I contacted Ruth Wene and Robin Hall and they both encouraged me to apply to join them on the board.

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

8/6/2012

Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM
PLEASE TYPE OR PRINT IN BLACK INK

NAME: Andrew J. Kerins

ADDRESS: 1204 Briarcliff Dr Urbana IL 61801
Street City State Zip Code

EMAIL: _____ PHONE: 979-204-6068

Check Box to Have Email Address Redacted on Public Documents

PARTY AFFILIATION: (Please check one) Democrat Republican Other, please explain:

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Forest Preserve District

BEGINNING DATE OF TERM: 7/1/12 ENDING DATE: 6/30/17

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, A CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?

I have worked for municipal and county parks and recreation agencies in several states, including North Carolina, Alaska, Texas, and Illinois. These experiences have provided me with a thorough understanding of many aspects of parks and recreation management, especially volunteer management, recreation programming, special events, ecological restoration, and botanical garden planning and maintenance.

Furthermore, I have completed a bachelor's, master's, and doctorate, all in the parks and recreation field.

I strongly believe in the mission of CCFPD and would like to contribute to this agency.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

I believe the role of a CCFPD board member is to help ensure the agency carries out its mission. I believe it is important for CCFPD to have a short- and long-term strategic plan in order to fulfill their mission.

Board members should be responsible for holding staff accountable for executing these plans, including strong budget oversight to ensure the best use of taxpayers' money. Ultimately, CCFPD board members should stay informed of current issues and ask pertinent questions to help ensure the agency is headed in the right direction.

3. What is your knowledge of the appointed body's operations, specifically property holdings and management, staff, taxes, fees?

I have a basic knowledge of the various functions of the Champaign County Forest Preserve District. I previously worked for Natural Resources and the Botanical Gardens at CCFPD and thus have a keen understanding of a variety of the CCFPD sites as well as the staff at each site. In addition, in my personal time I enjoy visiting natural areas around the county, including all of the forest preserve sites.

4. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes No If yes, please explain:
As mentioned above, I previously worked for CCFPD as a part-time and full-time seasonal employee.

My employment dates were approximately September 2009 through August 2011.

5. Would you be available to regularly attend the scheduled meeting of the appointed body?

Yes No If no, please explain:

I am aware that there are two vacancies on the CCFPD board - one with a full 5-year term and one with only a partial term. I would be happy to fill either vacancy.

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Signature



Date

8/3/12



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
Website: www.champaigncountyclerk.com

Vital Records: (217)384-3720
Elections: (217)384-3724
Fax: (217)384-1241
TTY: (217)384-8601

COUNTY CLERK
MONTHLY REPORT
JUNE
2012

Liquor Licenses & Permits	234.00
Civil Union Licenses	150.00
Marriage License	3,475.00
Interests	30.54
State Reimbursements	-
Vital Clerk Fees	15,392.50
Tax Clerk Fees	4,782.59
Refunds of Overpayments	<u>3.00</u>
TOTAL	24,067.63
Additional Clerk Fees	2,160.00



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
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Fax: (217)384-1241
TTY: (217)384-8601

COUNTY CLERK
MONTHLY REPORT
JULY
2012

Liquor Licenses & Permits	-
Civil Union Licenses	200.00
Marriage License	3,475.00
Interests	28.60
State Reimbursements	-
Vital Clerk Fees	12,939.00
Tax Clerk Fees	1,374.00
Refunds of Overpayments	<u>13.00</u>
TOTAL	18,029.60
Additional Clerk Fees	1,866.00



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
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Fax: (217)384-1241
TTY: (217)384-8601

MEMORANDUM

TO: Champaign County Board
Champaign County Administrator Deb Busey

FROM: Champaign County Clerk Gordy Hulten

DATE: June 26, 2012

SUBJECT: Polling Place Change for City of Champaign #4

This memo accompanies a draft Resolution with a proposed change to the election day polling place for City of Champaign #4.

City of Champaign #4 has voted for a number of years in the lounge of the Snyder Residence Hall on the University of Illinois campus. Upon completion of the Student Dining and Residential Programs facility as part of the Ikenberry Commons improvements, UI staff approached us about changing our voting location. We visited with their staff, toured the facility, discussed logistics and location details. The Student Dining and Residential Programs (SDRP) facility is the central dining facility for most of the UI residential housing in this part of campus, and as such is a more convenient and central location for the majority of voters in this precinct.

Therefore, in the accompanying Resolution, we are asking for County Board action to permanently change the election day polling place for City of Champaign #4 to the Student Dining and Residential Programs facility at 301 E. Gregory Drive in Champaign.

RESOLUTION NO.

A RESOLUTION TO ESTABLISH PLACE OF ELECTION
FOR CITY OF CHAMPAIGN #4

WHEREAS, Pursuant to 10 ILCS 5/11-2, the County Board shall fix and establish the places for holding elections in its respective county and all elections shall be held at the places so fixed; and

WHEREAS, The County Board of Champaign County seeks to ensure that voters can easily identify the location of established polling places;

WHEREAS, The County Board of Champaign County established polling places for all Champaign County precincts on December 20, 2011; and

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board, Champaign County, Illinois, that the place for holding elections in Champaign County precinct City of Champaign #4 is changed to the Student Dining and Residential Programs building at 301 East Gregory Drive in Champaign; and

BE IT FURTHER RESOLVED that, to ensure the ease of identification of polling places, except as specifically prohibited by Section 5/17-29 of the Illinois Election Code, no polling place shall restrict any person's right to engage in electioneering, political discussion or greeting of voters, and there shall be no restrictions on the placement of signs unless specifically prohibited by Section 5/17-29 of the Election Code; and

BE IT FURTHER RESOLVED that all such signs shall be removed not later than 7:00pm, and may be removed at any time thereafter by the property owner or the election authority.

PRESENTED, PASSED, APPROVED, AND RECORDED this 23rd day of August, A.D. 2012.

C. Pius Weibel, Chair
Champaign County Board

ATTEST:

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

RESOLUTION NO.

RESOLUTION APPROVING THE APPOINTMENT OF ELECTION JUDGES FOR
NOVEMBER 2012 ELECTION

WHEREAS, Pursuant to 10 ILCS 5/13/1 *et. seq* the Chairs of the two major party County central committees shall file a certified list of candidates for election judges with the County Clerk not less than 20 days before the May meeting of the County Board; and

WHEREAS, The Chairs of the two major party County central committees shall also submit to the County Board a supplemental list of persons available to serve as election judges; and

WHEREAS, The County Board is required, at its July meeting, to select and approve the proper ratio of candidates to serve as election judges in each election precinct from the certified lists which have been filed with the County Clerk; and

WHEREAS, The County Board is required to make a report of the selection of the election judges made by the County Board to the Circuit Court, and to make application to the Circuit Court for confirmation and appointment of the election judges; and

WHEREAS, The Circuit Court is required to enter an order pursuant to the said filing that cause be shown, if any exists, against the confirmation and appointment of any such persons so named on or before the opening of the Court on a day fixed by the Court; and

WHEREAS, After the said hearing, the Circuit Court shall approve the appointment of those election judges where no cause for non-approval was shown; and

WHEREAS, The Chairs of the two major Champaign County party central committees have submitted a certified list of candidates for election judges with the Champaign County Clerk and the Champaign County Board for approval;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the certified list of candidates for election judges submitted by the Champaign County Democratic Party and Republican Party central committees; and

BE IT FURTHER RESOLVED That the County Board certify that the certified list submitted by the Champaign County Democratic Party and Champaign County Republican Party central committees are the proper ratio of candidates to serve as election judges in each election precinct from the certified list as submitted, and

BE IT FURTHER RESOLVED The Champaign County Board shall make a report of the selection of election judges made by the County Board to the Circuit Court in a

petition applying to the Court for confirmation and appointment of the said election judges and requesting the Court enter an order that cause be shown, if any exists, against the confirmation and appointment of any such persons so named on a date to be fixed by the Presiding Judge of the Champaign County Circuit Court, the Honorable Thomas J. Difanis once the said petition has been filed.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 23rd Day of August, A.D. 2012.

C.Pius Weibel, Chair
Champaign County Board

ATTEST:

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



Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
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Fax: (217)384-1241
TTY: (217)384-8601

MEMORANDUM

TO: Policy Committee, Champaign County Board
Champaign County Administrator Deb Busey

FROM: Champaign County Clerk Gordy Hulten

DATE: June 26, 2012

SUBJECT: Request for Job Content Evaluation Committee

As part of our efforts to continually improve the performance of our office, I am requesting that the County Board ask the Job Content Evaluation Committee to conduct a review and analysis of updated position descriptions for three existing positions in the County Clerk's office.

The positions for which I am requesting review are Senior Elections Specialist, Lead Tax Extension Specialist and Technology Specialist. Each of the three positions has had an out-of-date position description for some time. The descriptions have been revised to better reflect the reality of how our office currently functions, and are intended to allow for improved operations of our office in the future.

Thank you for your consideration.



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE
MANAGEMENT SERVICES

Deb Busey, County Administrator

ADMINISTRATIVE SERVICES – MONTHLY HR REPORT JUNE 2012

VACANT POSITIONS LISTING

Prepared By: E. Boatz

VACANT POSITIONS LISTED ON DATA BASE JUNE, 2012

FUND	DEPT	POSITION TITLE	HOURLY RATE	REG HRS	REGULAR ANNUAL SALARY	FY 2012 HRS	FY 2012 ANNUAL SALARY
80	30	PT LEGAL CLERK	\$11.51	1040	\$11,970.40	1048	\$12,062.48
80	40	CLERK ASST STATE'S	\$11.51	1950	\$22,444.50	1965	\$22,617.15
80	41	ATTORNEY	\$23.50	1950	\$45,825.00	1965	\$46,177.50
80	51	COURT SERVICES OFCR	\$19.14	1950	\$37,323.00	1965	\$37,610.10
80	71	BLDG & GRNDS MAINT WKR	\$13.55	2080	\$28,184.00	2096	\$28,400.80
80	71	CUSTODIAN	\$10.61	1950	\$20,689.50	1965	\$20,848.65
80	71	CUSTODIAN/MAIL SVS	\$11.51	1950	\$22,444.50	1965	\$22,617.15
80	71	PT CUSTODIAN	\$10.16	1040	\$10,566.40	1048	\$10,647.68
80	71	PT CUSTODIAN	\$10.16	1040	\$10,566.40	1048	\$10,647.68
80	71	SKILLED TRADES	\$17.66	2080	\$36,732.80	2096	\$37,015.36
80	140	DEP SHRF--CORR	\$18.48	2080	\$38,438.40	2096	\$38,734.08
80	140	PT MASTER CNT OFCR	\$11.51	1040	\$11,970.40	1048	\$12,062.48
83	60	HIGHWAY MAINT WKR	\$22.39	2080	\$46,571.20	2096	\$46,929.44
-- TOTAL --			\$191.69		\$343,726.50		\$346,370.55

UNEMPLOYMENT REPORT

PAYROLL REPORT

Prepared by Leeann Robeck

JUNE PAYROLL INFORMATION

<u>Pay Group</u>	<u>6/1/2012</u>		<u>6/8/12 FCO Retro</u>	
	<u>EE's Paid</u>	<u>Total Payroll</u>	<u>EE's Paid</u>	<u>Total Payroll</u>
General Corp	508	\$855,855.20	47	\$19,677.73
Nursing Home	222	\$255,317.78		
RPC/Head Start	202	\$252,255.69		
Total	932	\$1,363,428.67	47	\$19,677.73

<u>Pay Group</u>	<u>6/15/2012</u>		<u>6/29/2012</u>	
	<u>EE's Paid</u>	<u>Total Payroll</u>	<u>EE's Paid</u>	<u>Total Payroll</u>
General Corp	509	\$860,684.31	512	\$863,311.47
Nursing Home	221	\$257,620.75	228	\$295,849.58
RPC/Head Start	185	\$257,873.30	168	\$235,707.95
Total	915	\$1,376,178.36	908	\$1,394,869.00

HEALTH INSURANCE/BENEFITS REPORT

TURNOVER REPORT

Prepared By: Amanda Tucker

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

General County

June 2012: 9.79%

June 2012: 5 of 548 Employees left Champaign County

WORKERS' COMPENSATION REPORT

Prepared By: Amanda Tucker

Entire County Report

June 2012

New Claims 5
 Closed Claims 10
 Open Claims 30

EEO REPORT

Prepared By: Amanda Tucker

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

Position Opening	Close Date	Total Applicants Applied
Part Time Custodian (Physical Plant)	6/20/2012	24
Male	16	
Female	7	
Undisclosed	1	
Caucasian	12	
African-American	10	
Asian or Pacific Islander	0	
Hispanic	0	
Native American or Alaskan Native	0	
Undisclosed	2	
Veteran Status	1	
Disability	0	

Position Opening	Close Date	Total Applicants Applied
Legal Secretary (State's Attorney)	6/14/2012	26

Male	1
Female	25
Undisclosed	0
Caucasian	19
African-American	4
Asian or Pacific Islander	0
Hispanic	3
Native American or Alaskan Native	0
Undisclosed	0
Veteran Status	0
Disability	0

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	10	Meetings Staffed	5	Minutes Posted	5
Appointments Posted		Notification of Appointment	14	Contracts Posted	3
Calendars Posted	6	Resolutions Prepared	32	Ordinances Prepared	2



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581

ADMINISTRATIVE, BUDGETING, PURCHASING, & HUMAN RESOURCE
MANAGEMENT SERVICES

Deb Busey, County Administrator

ADMINISTRATIVE SERVICES – MONTHLY HR REPORT JULY 2012

VACANT POSITIONS LISTED ON DATA BASE								
JULY, 2012								
FUND	DEPT	POSITION TITLE	HOURLY RATE	REG HRS	REGULAR ANNUAL SALARY		FY 2012 HRS	FY 2012 ANNUAL SALARY
80	20	ACCOUNTING MANAGER	\$30.34	1950	\$59,163.00		1965	\$59,618.10
80	30	PT LEGAL CLERK	\$11.51	1040	\$11,970.40		1048	\$12,062.48
80	40	CLERK	\$11.51	1950	\$22,444.50		1965	\$22,617.15
80	71	SKILLED TRADES	\$17.66	2080	\$36,732.80		2096	\$37,015.36
80	71	SKILLED TRADES	\$17.66	2080	\$36,732.80		2096	\$37,015.36
80	140	DEP SHRF--CORR	\$18.48	2080	\$38,438.40		2096	\$38,734.08
80	140	PT MCO	\$11.51	1040	\$11,970.40		1048	\$12,062.48
-- TOTAL --			\$118.67		\$217,452.30			\$219,125.01

UNEMPLOYMENT REPORT

Notice of Claims received – 6 total

4 – Nursing Home
1 – Board of Review
1 – State’s Attorney

Employer Protests Filed – 5

4 – Nursing Home
1 – Board of Review

Response to Employer Protests

2 – Benefits approved (Nursing Home)
1 – Benefits approved (State’s Attorney)

Appeal of denial by Claimant

2 – Nursing Home

Telephone hearing scheduled

1 – Nursing Home

PAYROLL REPORT

JULY PAYROLL
INFORMATION

Pay Group	7/13/2012		7/27/2012	
	EE's Paid	Total Payroll \$\$	EE's Paid	Total Payroll \$\$
General Corp	508	\$870,845.64	490	\$846,058.63
Nursing Home	219	\$258,797.40	225	\$253,076.50
RPC/Head Start	162	\$242,133.36	164	\$223,221.83
Total	889	\$1,371,776.40	879	\$1,322,356.96

HEALTH INSURANCE/BENEFITS REPORT

July, 2012

Total Number of Employees Enrolled: 681

General County Union:

Single: 244 ; Family: 87; Waiver: 28

Nursing Home Union:

Single: 67; Family: 7; Waiver: 17

Non-bargaining employees:

Single: 141; Family: 58; Waiver: 33

Life Insurance Premium Paid by County: \$1,746.29

Health Insurance Premium Paid by County: \$311,134.44

Health Reimbursement Account Contribution Paid by County: \$12,624.00

TURNOVER REPORT

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

General County

July 2012: 9.03%

July 2012: 3 of 549 Employees left Champaign County

WORKERS' COMPENSATION REPORT

Entire County Report	July 2012
New Claims	3
Closed Claims	0
Open Claims	30

EEO REPORT

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

July EEO Report - General County Only	Non-Advertised-Any Position	Skilled Trade - Physical Plant	Custodian - Physical Plant	JULY - TOTALS
Total Applicants Applied	1	16	6	23
Male	1	16	4	21
Female			1	1
Undisclosed			1	1
Caucasian	1	12	3	16
African-American		4	3	7
Asian or Pacific Islander				
Hispanic				
Native American or Alaskan Native				
Undisclosed				
Veteran Status		2		2
Disability				

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	6	Meetings Staffed	2	Minutes Posted	5
Appointments Posted	54	Notification of Appointment		Contracts Posted	2
Calendars Posted	5	Resolutions Prepared		Ordinances Prepared	

ORDINANCE No. _____

**AN ORDINANCE ESTABLISHING THE METHOD OF DETERMINING TERMS
OF COUNTY BOARD MEMBERS FOLLOWING REAPPORTIONMENT**

WHEREAS, prior to September 1 of any year following reapportionment, Members of the County Board are required to determine, publicly, which district is to serve which length of term (55 ILCS 5/2-3009(a));

WHEREAS, this determination is to be done by lot, and, unless altered by action of the County Board, half of the districts are to elect County Board representatives after four years and again after eight years; and the other half are to elect County Board representatives after two years and again after six years (55 ILCS 5/2-3009(a));

WHEREAS, in a County, such as Champaign County, in which there are multi-member districts, the County Board may provide for the drawing of lots in such manner as to insure that in each district the number of members drawing 2 year and 4 year terms, respectively, shall be equal (55 ILCS 5/2-3010);

NOW THEREFORE, BE IT ORDAINED by the County Board of Champaign County, Illinois, that, pursuant to 55 ILCS 5/2-3009(a), the terms of its members shall be determined after reapportionment, as follows:

1. Each district shall have two members, each serving a different term of office:
 - a. One member, or his or her successor, shall be elected after two years and again after six years;
 - b. One member, or his or her successor, shall be elected after four years and again after eight years.
2. The sorting of candidates into two groups shall occur by lot, as follows:
 - a. For each district, the number of lots shall be two plus the number of registered candidates. One lot shall be drawn for each registered candidate, with the name of that candidate written on the lot. Two blank lots shall be drawn for each district, for potential successful write-in candidates.
 - b. The first number drawn shall be assigned a number of one; the second a number of two; and so on. Every lot, including the blank ones, will be assigned a number, increasing based on the order in which it is drawn. The number on a candidate's lot shall be the candidate's "lot number".

- c. If a write-in candidate is successful, he or she will be assigned the lowest blank lot lot number at the December 2012, County Board meeting. If two write-in candidates are successful, they will be randomly assigned the two blank lot lot numbers at the December 2012, County Board meeting.
 - d. Of the two candidates who receive the highest number of votes in the November 2012, election:
 - i. The candidate with the lowest lot number of the two, or his or her successor, shall be elected in two years and again in six years.
 - ii. The candidate with the second lowest lot number of the three, or his or her successor, shall be elected in four years and again in eight years.
3. The results of the above determination by lot, the lot number associated with each candidate, and the lot number associated with each blank lot shall be recorded in the minutes of the meeting at which lots are drawn.

PRESENTED, PASSED, APPROVED and RECORDED, this 23rd day of August, A.D., 2012.

Pius Weibel, Chair,
Champaign County Board

ATTEST:

Gordy Hulten, County Clerk and
Ex officio Clerk of the Champaign County Board

Julia R. Rietz
State's Attorney

Steven D. Ziegler
First Assistant State's Attorney

Joel Fletcher
Senior Assistant State's Attorney
email: jfletcher@co.champaign.il.us



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816

**Office of
State's Attorney
Champaign County, Illinois**

To: Pius Weibel, County Board Chair
Cc: Members of the Champaign County Board;
Gordy Hulten, Champaign County Clerk

From: Joel Fletcher
Date: August 9, 2012

Re: Determination of Terms of Members of County Board After Reapportionment

I am writing to describe the process for determining the terms of County Board members after reapportionment. The default method of determining County Board terms is described in the Counties Code as follows:

“In those counties subject to this Division which elect county board members by county board districts the members shall, no later than 45 days after December 15, 1982, and thereafter no later than September 1 of the year of the next general election following reapportionment, divide the county board districts publicly by lot as equally as possible into 2 groups. Board members or their successors from one group shall be elected for successive terms of 2 years, 4 years and 4 years; and members or their successors from the second group shall be elected for successive terms of 4 years, 4 years, and 2 years. *** All terms shall commence on the first Monday of the month following the month of election.” 55 ILCS 5/2-3009(a).

In summary, the default rule is that half of the districts (determined randomly) have elections in two years and six years, and the other half have elections in four years and eight years. All County Board members in the same district would face election at the same time.

The Counties Code allows two deviations from this default rule. First, the Counties Code provides the County Board the option to divide itself into three, rather than two groups:

“A county under this subsection may, by ordinance, decide to divide the county board districts into 3 rather than 2 groups. If a county adopts an ordinance to this effect, the members of the county board shall divide the county board districts publicly by lot as equally as possible into 3 groups no later than September 1 of the year of the next general election following reapportionment. Board members or their successors from one group shall be elected for successive terms of 2 years, 4 years, and 4 years; members or their successors from the second group shall be elected for successive terms of 4 years, 2 years, and 4 years; and members or their successors from the third group shall be elected for successive terms of 4 years, 4 years and 2 years. All terms shall commence on the first Monday of the month following the month of election.” 55 ILCS 5/2-3009(a).

In summary, the County Board can decide to divide itself into three equal-sized groups, determined randomly, rather than two. The first group of districts would face election at two years and six years. The second group of districts would face election at four years and eight years. The third group of districts would face election at four years and six years. Again, all County Board members in the same district would face election at the same time.

The second deviation from the default rule would allow multi-member County Board districts to be split, so that not every representative of a given district faces reelection at the same time:

“In making the determination by lot, pursuant to Section 2-3009, as to which members shall serve for 2 years and which for 4 years, the county board of a county having multi-member districts may provide for the drawing of lots in such manner as to insure that in each district the number of members drawing 2 year and 4 year terms, respectively, shall be equal, or as nearly equal as possible.” 55 ILCS 5/2-3010.

The County Board must make three determinations this month:

1. Whether to divide County Board districts into 2 groups (2 year - 4 year- 4 year; and 4-4-2) or 3 groups (2-4-4; 4-2-4; and 4-4-2);
2. Whether to stagger terms of multi-member districts; and
3. The method and schedule for determining, by September 1, 2012, publicly and by lot, which districts (or in the case of staggered terms, which members) have which terms.

If the County Board does nothing to alter the default rules, County Board members will be divided into two groups, and all members from any given district will be elected at the same time. Any alternate method must be adopted by a simple majority vote at a County Board meeting. See 55 ILCS 5/2-1005. If the County Board wishes to

divide into three rather than two groups of districts, it must do so by ordinance adopted by the County Board. It would be appropriate to have a written ordinance or resolution regardless of which method the County Board chooses.

Based upon requests I have received from County Board members, I attach a draft ordinance, dividing the County Board into two groups, and staggering the terms within each district. The method of determining terms is based on the method that was used in 2002. This method of selection stated in the proposed ordinances is intended only as a starting point for discussion. I welcome any recommendations to change the method of selection stated in the proposed ordinance. However, if someone is to draft alternate rules, please keep in mind that **there must be no element of choice in the selection process.** The selection of which district or member gets which term must be "by lot". The word lot "signifies the existence of the element of chance, and in this sense is defined as a contrivance to determine a question by chance or without the action of a man's choice or will***." Huber v. Reznick, 107 Ill. App. 3d 529, 543-44, 437 N.E.2d 828, 839 (1982), quoting, 54 C.J.S. Lotteries §30 (1948). **Because the terms must be selected randomly, they cannot be made based upon who gets the greatest number of votes.**

Also, please note, if staggered terms are set within each district, the County Board may not designate which candidates are running for which term prior to the November 2012 election. Candidates in any given district who get the greatest number of votes at the general election after reapportionment are entitled by law to sit on the County Board. A method of selecting terms cannot designate seats associated with each length of term in a manner which would allow a candidate to sit on the County Board even though he or she had fewer votes than another candidate from the same district.

For example, the selection process could not designate:

Candidates A and B as running for the same County Board seat, with a four year initial term;

Candidate C as running for a County Board seat in the same district, with a four year initial term; and

Candidate D as running for a County Board seat in the same district, with a two year term.

Such a system would be improper because it would allow the following to occur: Candidate A could get more votes than Candidate B, who, in turn, gets more votes than Candidate C, who, in turn, gets more votes than Candidate D. Under such a system, Candidates A, B, and C received the most votes. However, because Candidates A and B were designated as "running for the same seat", Candidates A, C, and D would be seated. Candidate B would be deprived of a County Board seat, even though he had more votes than Candidate D, who is seated.