

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda

County of Champaign, Urbana, Illinois

Tuesday, March 11, 2014 – 6:30 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. February 11, 2014

1-11

IV. Approval of Agenda/Addenda

V. Public Participation

VI. Communications

VII. Justice & Social Services

A. Approval of Minutes

1. RFP 2013-006 Evaluation Committee Minutes of February 3, 2014

12-13

B. 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 – January 2014
2. Emergency Management Agency – February 2014
3. Head Start – February 2014
4. Probation & Court Services – January 2014
5. Public Defender – January 2014
6. Veterans’ Assistance Commission – February 2014

C. Other Business

D. Chair’s Report

E. Semi-Annual Review of Closed Session Minutes

VIII. Finance

A. Treasurer

1. Monthly Report – February 2014 – Reports are available on the Treasurer’s webpage at: <http://www.co.champaign.il.us/TREAS/reports.htm>

B. Auditor

1. Monthly Report – February 2014 – Reports are available on the Auditor’s webpage at: <http://www.co.champaign.il.us/Auditor/monthlyreports.htm>

C. Nursing Home Monthly Report

14-41

- D. Budget Amendments/Transfers
1. Budget Transfer #14-00002 42
Fund/Dept. 080 General Corporate-141 States Attorney Support Enforcement
Total Amount: \$2,000
Reason: Transfer of Funds to Take Advantage of Lower Than Expected Salary Expenses

 2. Budget Amendment #14-00010 43-48
Fund/Dept. 080 General Corporate-028 Information Technology
Increased Appropriations: \$9,850
Increased Revenue: None: from Fund Balance
Reason: To Increase Budget to Allow Payment for UPS System at Courthouse
- E. County Clerk
1. Request Approval of Acceptance Agreement Between Champaign County and the Illinois State Board of Elections for a Voter Registration State Grant 49-50
- F. County Administrator
1. General Corporate Fund FY2014 Budget Projection Report *(to be distributed)*
 2. General Corporate Fund FY2014 Budget Change Report *(to be distributed)*
 3. Request Award of Bid for ITB 2014-003 for Portable Digital X-Ray Imaging System 51-52
 4. Recommendation for Establishment of Elected Official Salaries for Officials to be Elected in November 2014 53-58
- G. Other Business
- H. Chair's Report
- I. Semi-Annual Review of Closed Session Minutes
- J. Designation of Items to be Placed on the Consent Agenda
- IX. Policy, Personnel, & Appointments**
- A. Appointments/Reappointments (italics indicate incumbent)
1. Sangamon Valley Public Water District – 1 Unexpired Term Ending 5/31/2016 59-60
Applicant:
 - Meghan Hennesy

 2. Drainage District #10 Town of Ogden – 1 Unexpired Term Ending 8/31/2015 61
Applicant:
 - Tim Huls

 3. Resignation of Elvin Huls –Drainage District #10 Town of Ogden *(for information only)* 62
- B. Local Foods Policy Council
1. Review & Assess the Continuing Need for the Local Foods Policy Council 63-65
Pursuant to Resolution No. 8069

- C. County Clerk
 - 1. February 2014 Report 66

- D. County Administrator
 - 1. Administrative Services February 2014 Report 67-68

- E. Legislative Review
 - 1. Resolution in Opposition to SB3263 69-74

- F. Other Business

- G. Chair's Report
 - 1. Discussion Regarding County Board Rules 75-86

- H. Semi-Annual Review of Closed Session Minutes

- I. Designation of Items to be Placed on the Consent Agenda

- X. Other Business**

- XI. Adjournment**

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1 **CHAMPAIGN COUNTY BOARD**
2 **COMMITTEE OF THE WHOLE MINUTES**
3

4
5 **Finance; Policy, Personnel, & Appointments; Justice & Social Services**
6 **Tuesday, February 11, 2014**
7 **Lyle Shields Meeting Room**
8

9 **MEMBERS PRESENT:** Christopher Alix, Astrid Berkson, Lorraine Cowart, Aaron Esry,
10 Stan Harper, Josh Hartke, Stan James, John Jay, Jeff Kibler, Alan
11 Kurtz, Ralph Langenheim, Gary Maxwell, Jim McGuire, Diane
12 Michaels, Max Mitchell, Patti Petrie, James Quisenberry, Michael
13 Richards, Giraldo Rosales, Jon Schroeder, Rachel Schwartz
14

15 **MEMBERS ABSENT:** Lloyd Carter
16

17 **OTHERS PRESENT:** Van Anderson (Deputy County Administrator/Finance), Deb Busey
18 (County Administrator), John Farney (Auditor), Gordy Hulten
19 (County Clerk), Darlene Kloepfel (RPC Social Services), John
20 Malachowski (Gallagher Benefit Services), Rita Morocoima-Black
21 (RPC Planning & Community Development), Kay Rhodes (Admin-
22 istrative Assistant), Dan Walsh (Sheriff), Dan Welch (Treasurer)
23

24 **CALL TO ORDER**

25 Kurtz called the meeting to order at 6:30 p.m.
26

27 **ROLL CALL**
28

29 Rhodes called the roll. Alix, Berkson, Cowart, Esry, Harper, Hartke, James, Jay, Kibler,
30 Kurtz, Langenheim, Maxwell, McGuire, Michaels, Mitchell, Petrie, Quisenberry, Richards,
31 Rosales, Schwartz, and Schroeder were present at the time of roll call, establishing the presence of
32 a quorum.
33

34 **APPROVAL OF MINUTES**
35

36 **MOTION** by Rosales to approve the Committee of the Whole minutes of January 14,
37 2014; seconded by Langenheim. **Motion carried with unanimous support.**
38

39 **APPROVAL OF AGENDA/ADDENDA**
40

41 **MOTION** by James to approve the Agenda; seconded by Langenheim. **Motion carried**
42 **with unanimous support.**
43
44
45
46

47 **PUBLIC PARTICIPATION**

48

49 Lynn Branham, who had served on the Community Justice Task Force and the RFP Eval-
50 uation Committee for Proposals on Champaign County Re-Entry Programming, suggested com-
51 bining the Re-Entry Programming proposals from the Regional Planning Commission and Com-
52 munity Elements. She said this would provide a very strong framework. She explained that RPC
53 had a very strong background in planning and coalition building using peer mentors.

54

55 Branham said Community Elements is to be commended for employing evidence-based
56 treatment strategies. However, she took issue with the language in the Community Elements pro-
57 posal referring to clients of the potential program as “offenders”. She suggested in order to secure
58 federal grant funding that all groups should apply together. However, she was informed that this
59 would not be possible because one group would not work with the other.

60

61 Sheila Ferguson, CEO of Community Elements negated the statement that *...one group*
62 *would not work with the other...* made by Branham. She explained that the two groups do work
63 together in a number of different ways including the continuum of care in a number of related
64 housing issues.

65

66 **COMMUNICATIONS**

67

68 Berkson announced that Promise Healthcare, formerly known as Frances Nelson Health
69 Center was awarded the Delta Dental Wisdom Tooth Award and received \$100,000 for the
70 SmileHealthy Program.

71

72 Quisenberry announced that the Economic Development Corporation has opened its
73 search for a new Executive Director. The deadline for applications is February 24, 2014 and is
74 available on their website. The focus is on finding a qualified local applicant or someone who is
75 familiar with the region.

76

77 Kurtz announced that additional aid from FEMA had been agreed upon for areas of the
78 County damaged by the recent tornado. Kurtz said the first annual report had been released by the
79 California Wind Farm.

80

81 **JUSTICE & SOCIAL SERVICES**

82 RFP 2013-006 Re-Entry Programming for Champaign County

83

84 **MOTION** by Langenheim to recommend County Board authorization for award of con-
85 tract for Re-Entry Programming for Champaign County to Community Elements and that the
86 County Board Chair, Sheriff, and County Administrator be directed to negotiate the contract with
87 Community Elements pursuant to RFP 2013-006; seconded by Richards. Richards asked if Com-
88 munity Elements could address the committee concerning their proposal.

89

90 **MOTION** by Alix to suspend the rules to allow Community Elements to speak to the
91 committee; seconded by Kurtz. **Motion carried with unanimous support.**

92

Committee of the Whole

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93 Ferguson highlighted some of the key elements in their proposal for re-entry programming
94 for the County of Champaign. An essential part of the proposal is a Re-Entry Council made up of
95 multiple task groups, consisting of members from the different perspectives of the community,
96 including peer support, re-entry population, concerns of formally incarcerated persons, neighbor-
97 hood concerns, law enforcement, transitional housing providers, and all others known to create
98 successful reintegration into the community.

99
100 Ferguson said it was their hope that the task groups would result in briefing memos to help
101 support the decisions made along the way. Ferguson said they intend to create a process that en-
102 courages community participation. She explained that it would take the participation of all service
103 providers, including groups of faith, concerned citizens, and governmental units. Ferguson ex-
104 plained that their intention was to seek resources and establish systems that integrate community
105 re-entry services in Champaign County.

106
107 The proposal includes a Coordinator who will head up the steering committee and provide
108 the support, documentation, and organization that is necessary for the task groups. The second
109 position listed in the proposal is a Care/Case Manager who will assist individuals as they reinte-
110 grate into the community.

111
112 Community Elements is a Medicaid certified site and can provide services to individuals
113 who have mental health and/or substance abuse issues and then bill the State of Illinois for these
114 services. It is a small grant, however it has the potential to allow the County and the providers to
115 work together to find opportunities at the local, state and federal level. It is the County and not an
116 individual agency that must submit an application for the Second Chance Act Grant, so all provider
117 perspectives will be brought together in this grant application.

118
119 Kurtz supported the selection of Community Elements to provide re-entry programming
120 for Champaign County. He was on the RFP selection committee and it had been a unanimous deci-
121 sion with the exception of Ms. Branham who was not in attendance.

122
123 Schwartz reflected that in the past others had stated the importance that those who work
124 with re-entry programming should have personal experience with the challenges facing the indi-
125 viduals that they are assisting. She questioned why the qualifications listed for the Case Manager
126 were a Bachelor and related field as opposed to actual experience with incarceration. Ferguson
127 explained that it does not restrict it, however in terms of billing Medicaid and bringing more re-
128 sources into the program, those are the requirements for the State of Illinois Medicaid program. As
129 the re-entry program grows, they hoped to bring in peer mentors as they have with other programs.

130
131 McGuire asked if Community Elements already had experience working with this type of
132 population. Ferguson stated that Community Elements employs 163 and 90 of these employees are
133 clinicians. Community Elements has operated the TIMES (Transitional Initiatives & Men's Em-
134 powerment Services) Center since 1997. The TIMES Center receives most discharges from state
135 operated mental health facilities and the Department of Corrections. They also have case managers
136 in place already at the Champaign County Jail. They are also part of the crisis team and are in-
137 volved with community law enforcement.

138

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139 Although Hartke intended to support the selection of Community Elements for Champaign
140 County Re-Entry Programming, he shared some of Ms. Branham's concerns. Alix agreed that high
141 participation in the application process by all of the County's experienced providers would result in
142 the best chance for the grant award. Petrie had attended the RFP evaluation meetings. She con-
143 curred with Hartke and Alix and recommended that they reach out to the Regional Planning Com-
144 mission because aspects of their proposal were very strong.

145

146 Petrie was pleased to see that Community Elements recognized that Champaign County
147 lacked detailed data collection for analysis and hoped that they could improve upon it. She noted
148 that Community Elements' proposal did not list members of the community as part of the Re-Entry
149 Council and she felt that community participation at this level was important. Petrie added that she
150 hoped that committee member comments would be taken into account when preparing the contract
151 so that she could support it.

152

153 Kibler asked why the initial target population for the re-entry program was limited to of-
154 fenders who had completed a sentence at the Champaign County Jail or the Department of Correc-
155 tions, excluding those who already participate in programs funded by the Champaign County Men-
156 tal Health Board. Ferguson explained that CCMHB funding should not be inter-mingled with other
157 funding, so they made a specific distinction between them.

158

159 Kibler asked what specific benefits the award of the Second Chance Act Grant would
160 bring to the County. Ferguson explained that whenever an opportunity presents itself it should be
161 acted upon because if they did not act on this grant they would need to wait another year. The ap-
162 plication will need full participation from all service providers for the County and it is the County's
163 decision on whether to apply or not. Kibler and McGuire expressed concern over the rush to award
164 the contract in order make the grant application deadline.

165

166 Petrie asked how Community Elements would proceed over the next year if the County
167 did not receive the grant. Ferguson explained that the cost of the program per their proposal was
168 approximately \$126,000; \$26,000 of which they have received funding for through in-kind ser-
169 vices. This particular grant would not be the only funding to be pursued. Ferguson said there were
170 a number of opportunities coming through the State of Illinois and the Department of Human Ser-
171 vices. They would continually look for and apply for grants along the way.

172

173 Schwartz reminded the committee that an RFP Evaluation Committee had selected Com-
174 munity Elements and that the County Administrator and the Sheriff would negotiate the contract. If
175 the County Board does not like the contract, it can always vote it down. Alix agreed.

176

177 **MOTION** by Quisenberry to return to the County Board Rules for continuation of the
178 meeting; seconded by Berkson. **Motion carried with unanimous support.**

179

180 Schroeder pointed out that they were taking action to appropriate \$100,000 towards a re-
181 entry program, but still neglecting the County Jail facilities. The issue will not go away and facili-
182 ties are a responsibility of the County Board.

183

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184 **Main Motion carried with a roll call vote 12-9.** Alix, Berkson, Cowart, Hartke, Kurtz,
185 Langenheim, Petrie, Quisenberry, Richards, Rosales, Schroeder, and Schwartz voted in favor of the
186 motion. Esry, Harper, James, Jay, Kibler, Maxwell, McGuire, Michaels, and Mitchell voted against
187 it.

188
189 Monthly Reports

190
191 **OMNIBUS MOTION** by James to receive the Animal Control-December 2013; Emer-
192 gency Management Agency-January 2014; Head Start-December 2013; Probation & Court Ser-
193 vices-December 2013 and 4th Quarter Statistical Report; Public Defender-December 2013; and the
194 Veterans' Assistance Commission-January 2014 reports and place them on file; seconded by Kib-
195 ler. **Motion carried with unanimous support.**

196
197 There was no other business or Chair's report.

198
199 **POLICY, PERSONNEL, & APPOINTMENTS**

200 Appointments/Reappointments

201
202 **MOTION** by Kurtz to recommend County Board approval of a resolution authorizing the
203 appointment of Kay Grabow to the Lincoln Legacy Committee, term 3/1/2014-2/28/2017; se-
204 conded by Esry. **Motion carried with unanimous support.**

205
206 **MOTION** by Kurtz to recommend County Board approval of a resolution authorizing the
207 appointment of Arlan Hinrichs to an unexpired term ending 8/31/2015 for Somer #1 Drainage
208 District; seconded by Harper. **Motion carried with unanimous support.**

209
210 Quisenberry noted the resignation of Amy Clabaugh as trustee of the Yearsley Memorial
211 Cemetery Association for information only.

212
213 County Clerk

214
215 **MOTION** by James to receive the January 2014 report and place it on file; seconded by
216 Mitchell. **Motion carried with unanimous support.**

217
218 **MOTION** by Cowart to recommend County Board approval of a resolution repealing
219 Resolution No. 2958; seconded by Langenheim. **Motion carried with unanimous support.**

220
221 Hulten gave a presentation on early voting for the committee's information. Hulten ex-
222 plained that the more people who vote early either by coming in or by mail lessen the strain
223 placed on the office during the actual Election Day. He explained that they had introduced new
224 early voting locations in 2012 and the response had been positive. In 2013, a new Optical Scan
225 Ballot tabulator was certified. Through a combination of grant funding, credit for unused equip-
226 ment, and budget savings the office, they were able to purchase twelve ES&S DS200 tabulators
227 and related supplies at a cost of \$59,520. The new machines use the same ballots and software as
228 the other machines.

229

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230 Hulten announced that the County Clerk's office would continue to operate eight early
231 voting locations in Champaign County. Those locations are: the County Clerk's office, Urbana;
232 Illini Union, Urbana; Spalding Recreation Center, Champaign; Meadowbrook Community
233 Church, Champaign; Grace Church, Mahomet; Rantoul Recreation Center; St. Joseph Village
234 Annex; and the Tolono Public Library. Every voter in Champaign County can vote early at any
235 location during the early voting period. Hulten demonstrated the new machine for the committee.

236
237 Information Technology

238
239 **MOTION** by Esry to recommend County Board approval of an ordinance amending the
240 Information Technology Resources Policy; seconded by Petrie. **Motion carried with unanimous**
241 **support.**

242
243 Regional Planning Commission

244
245 Rita Morocoima-Black gave a presentation on Champaign County's Rural Transit Opera-
246 tions. She explained that the rural transit system has been in operation for approximately three
247 years. The IDOT funding for transportation services is divided between rural and urban districts.
248 Approximately 1,500 people are registered riders; of those 15% are disabled and 25% are seniors.
249 The public appreciated the service but wanted to see services expanded and were concerned about
250 the requirement to schedule a trip 48 hours in advance.

251
252 Black explained that CRIS notified the County in September 2013 that it might not con-
253 tinue providing rural transit services in Champaign County due to planned expansion of services
254 in Vermilion County. The Champaign-Urbana Mass Transit District already services the rural
255 transit buses and the many of the staff have offices within the CUMTD building. CRIS suggested
256 that the County utilize the CUMTD to provide the needed rural transportation services.

257
258 Black said RTAG discussed this at their quarterly meeting in January 2014 and recom-
259 mended that the Champaign County Board pursue an Intergovernmental Agreement with
260 CUMTD for the Operation of Champaign County Rural Transit Services. CRIS would continue to
261 provide service until a new Intergovernmental Agreement could be established between Cham-
262 paign County and CUMTD.

263
264 **MOTION** by Alix to recommend County Board approval of a resolution authorizing the
265 pursuit of an Intergovernmental Agreement with C-U Mass Transit District for the operation of
266 Champaign County Rural Transit Services; seconded by James. **Motion carried with unanimous**
267 **support.**

268
269 County Administrator

270
271 **MOTION** by Kurtz to receive the Administrative Services January 2014 report and place
272 it on file; seconded by Hartke. **Motion carried with unanimous support.**

273
274 **MOTION** by Hartke to recommend County Board approval of a resolution authorizing an
275 Intergovernmental Agreement providing for the creation of the Champaign County Geographic

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276 Information System Consortium; seconded by Langenheim. **Motion carried with unanimous**
277 **support.**

278

279 **MOTION** by Petrie to recommend County Board approval of a resolution approving a
280 second additional renewal year for the consulting agreement with Gallagher Benefit Services; se-
281 cunded by Schroeder.

282

283 Petrie asked Busey if there were any language in the agreement that would prevent a con-
284 versation about the aggregation of health insurance. Busey affirmed that there was nothing in the
285 agreement that would preclude this and they were already scheduled to participate in a discussion
286 regarding aggregation of health care services initiated by the Regional Planning Commission.
287 **Motion carried with unanimous support.**

288

289 **MOTION** by Jay to recommend to the Finance Committee the assignment of the Public
290 Defender Investigator position to Grade Range H of the Champaign County Non-Bargaining Sal-
291 ary Schedule; seconded by Hartke. **Motion carried with unanimous support.**

292

293 **MOTION** by Hartke to recommend re-evaluation of the Senior State's Attorney Investi-
294 gator position by the Job Content Evaluation Committee; seconded by James. **Motion carried**
295 **with unanimous support.**

296

297 Other Business

298

299 There was no other business.

300

301 Chair's Report

302

303 Quisenberry reminded members to complete the Open Meetings Act training.

304

305 Designation of Items for the Consent Agenda

306

307 Items A1-2; B2; C1; D1; E2-3 were designated for the Consent Agenda.

308

309 The Committee of the Whole recessed at 8:26 p.m. and resumed the meeting at 8:32 p.m.

310

311 **FINANCE**

312

313 Treasurer

314

315 Welch explained the General Corporate Fund Cash Flow Projection Report. This gives an
316 idea of the County's actual cash position without the annual loan from the Public Safety Sales
317 Tax Fund. Schwartz pointed out that it was not really a loan.

318

319 **MOTION** by Kibler to receive the Treasurer's January 2014 report and place on file; se-
320 cunded by Schroeder. **Motion carried with unanimous support.**

321

322 **OMNIBUS MOTION** by Quisenberry to recommend County Board approval of resolu-
323 tions authorizing the County Board Chair to assign a mobile home tax sale certificates of purchase
324 for permanent parcels 30-057-0009 and 20-032-0055; seconded by Hartke. **Motion carried with**
325 **unanimous support.**

326
327 Auditor

328
329 **MOTION** by Kurtz to receive the Auditor's January 2014 report and place on file; se-
330 conded by Jay. **Motion carried with unanimous support.**

331
332 Nursing Home Monthly Report

333
334 **MOTION** by Langenheim to receive the Nursing Home Monthly Report and place it on
335 file; seconded by Petrie.

336
337 McGuire had hoped that Mr. Gima would be present to discuss the report because he had
338 several questions. His concerns were the high turnover and the discrepancies between the percent-
339 ages reported by MPA (40%) and the union (60-70%), as well as the cost for hiring the Dietary
340 SDS when MPA should manage it.

341
342 Alix noted that Mr. Gima would be present at the County Board meeting for the Nursing
343 Home Quarterly Report. Hartke shared McGuire's concerns regarding high employee turnover.
344 Hartke pointed out that the County is in violation of its own living wage ordinance regarding cur-
345 rent wages paid to some employees of the nursing home. Petrie was concerned because she felt
346 that the County Board had not received a true analysis of nursing home pay rates until the AF-
347 SCME representative presented his data. She was also concerned about the dietary service con-
348 tract with SDS.

349
350 Hartke said the contract was still new and they had not fulfilled all of their responsibilities
351 however, Mr. Gima had communicated this to them and would take steps to discontinue the con-
352 tract if necessary. Hartke said the quality of the food has improved and now the focus was on the
353 actual delivery time and the temperature of the food.

354
355 Maxwell said there were other factors besides pay that contribute to employee satisfaction
356 and the rate of turnover. Items that should be considered were good supervision and appreciation.
357 Kibler was surprised at the large disparity between MPA's turnover percentage and the union's.
358 Michaels questioned the cash flow increase because it seemed like a large amount to be accredited
359 to an increase of seven residents.

360
361 Richards asked Maxwell if he could elaborate on his comments regarding employee satis-
362 faction. Maxwell stated there were many supervisory positions that have not been filled and he
363 thought it was important for employee continuity to provide stability and supervision to employee
364 groups who are noted for their high turnover rate. Langenheim requested a breakdown of the
365 turnover rate per employee position. Alix said it was his impression that there was more turnover
366 in the lower paid positions. **Motion carried with unanimous support.**

367

368 Regional Planning Commission

369

370 **MOTION** by James to recommend County Board approval of a resolution authorizing the
371 2014 Countywide Residential Electronics Collection Agreement; seconded by Jay. **Motion car-**
372 **ried with unanimous support.**

373

374 Information Technology

375

376 **OMNIBUS MOTION** by Esry to recommend County Board approval of resolutions
377 amending the Information Technology Schedule of Authorized Positions and **Budget Amend-**
378 **ment #14-00007** for Fund/Dept. 080 General Corporate Fund-028 Information Technology with
379 increased appropriations of \$12,429 and no increased revenue for 3-month employment overlap to
380 allow current employee to train replacement; seconded by Hartke. **Motion carried with unani-**
381 **mous support.**

382

383 Budget Amendments/Transfers

384

385 **MOTION** by Kurtz to recommend County Board approval of a resolution authorizing
386 **Budget Transfer #14-00001** for Fund/Dept. 670 County Clerk Automation Fund-022 County
387 Clerk with increased appropriations of \$10,000 and no increased revenue to cover overtime of IT
388 Programmer/Analyst; seconded by McGuire. **Motion carried with unanimous support.**

389

390 **MOTION** by Langenheim to recommend County Board approval of a resolution authoriz-
391 ing **Budget Amendment #14-00006** for Fund/Dept. 106 Public Safety Sales Tax Fund-230 Jus-
392 tice System Technology Program with increased appropriations of \$10,898 and no increased rev-
393 enue to make second maintenance payment for Jano and New World systems due to 13-month
394 fiscal year; seconded by Hartke. **Motion carried with unanimous support.**

395

396 **MOTION** by Michaels to recommend County Board approval of a resolution authorizing
397 **Budget Amendment #14-00008** for Fund/Dept. 075 Regional Planning Commission-787 Emer-
398 gency Shelter-Families with increased appropriations of \$65,000 and increased revenue of
399 \$65,000 to accommodate receipt of new United Way of Champaign County grant award; second-
400 ed by Cowart. **Motion carried with unanimous support.**

401

402 **MOTION** by Cowart to recommend County Board approval of a resolution authorizing
403 **Budget Amendment #14-00009** for Fund/Dept. 080 General Corporate-010 County Board with
404 increased appropriations of \$2,450 and increased revenue of \$2,450 to move MLK donations re-
405 ceived and deposited into FY2013 Budget into FY2014 Budget; seconded by Hartke. **Motion**
406 **carried with unanimous support.**

407

408 County Administrator

409

410 **OMNIBUS MOTION** by Hartke to receive and place on file the General Corporate Fund
411 FY 2013 Final Budget and the General Corporate Fund FY 2013 Final Budget Change report; se-
412 cunded by Harper. **Motion carried with unanimous support.**

413

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414 **MOTION** by Esry to recommend County Board approval of a resolution authorizing the
415 abatement and reduction of taxes heretofore levied for the payment of bonds; seconded by Kibler.

416 **Motion carried with unanimous support.**

417

418 **MOTION** by Kurtz to recommend County Board approval of a resolution authorizing a
419 loan to the General Corporate Fund from the Public Safety Sales Tax Fund; seconded by James.

420 **Motion carried with unanimous support.**

421

422 **MOTION** by Langenheim to recommend County Board approval of a resolution estab-
423 lishing elected officials' salaries for officials to be elected November 2014; seconded by Hartke.

424

425 Busey explained the recommendation is to reinstitute some equity between the salaries of
426 the elected officials based on the size of the jobs and how they have been classified historically.
427 She explained the equity was compromised in 2011 when during the midst of the economic crisis;
428 these salaries were set at 0% in 2011; 0% in 2012; and 2% in 2013. The officials whose salaries
429 were set 2 years before this were still receiving 4% pay increases during this time.

430

431 Busey explained that the offices of the County Clerk, Treasurer, and Circuit Clerk had
432 been classified higher than the offices of the Auditor, Coroner, and Recorder of Deeds in terms of
433 the authority and responsibility of the positions. However, the smaller classified offices elected in
434 2008 had received 4% increases in 2011 and 2012. Busey explained that by adding a 2% wage
435 increase for the County Clerk and Treasurer for the first 2 years it would help to restore equity.

436

437 Busey said she anticipated that 2% per year would be the standard increase for county em-
438 ployees. She added that Champaign County is the largest of the 5 comparable counties and its of-
439 ficials are at the lower end of compensation. Busey said this would not change Champaign Coun-
440 ty's compensation for these elected officials' positions with the other counties, but she did not
441 want the disparity to grow larger. Busey added that the recommendation did not require action
442 until the May 2014 meeting. The salaries must be set 180 days before the individuals take office.

443

444 Mitchell asked how this related to the cost of living index. Busey said that in January, they
445 received the CPI for the previous year and it was 1.7% for 2013 and 1.5% for 2014. However,
446 these employees went through years of wage freezes and during those years, there were cost of
447 living adjustments for which they received nothing. Busey said that is why she provided historical
448 information on the last two pages of her recommendation.

449

450 **MOTION** by Maxwell to defer action on the establishment of elected officials' salaries
451 for officials elected November 2014 until the March Committee of the Whole meeting; seconded
452 by Petrie. Quisenberry asked what the reason was for deferral. Maxwell explained that he would
453 like more time to study the recommendation. Schwartz wanted more information on the total pay
454 for the County Board Chair position because the pay listed did not include per diems. **Motion to**
455 **defer carried.**

456

457 **MOTION** by James to approve the release of bid for x-ray equipment for the Champaign
458 County Coroner; seconded by Richards. Busey said the cost has been budgeted for FY2014. **Mo-**
459 **tion carried with unanimous support.**

Committee of the Whole

Finance; Policy, Personnel, & Appointments; Justice & Social Services

Tuesday, February 11, 2014

Page 11

460 **MOTION** by Schroeder to recommend County Board approval of a resolution assigning
461 the Public Defender Investigator position to Grade Range H of the Champaign County Non-
462 Bargaining Salary Schedule; seconded by Kibler. **Motion carried with unanimous support.**

463
464 Chair's Report

465
466 Alix appointed Dr. Robert Palinkas to replace Catherine Emanuel on the RFP 2014-001
467 Nursing Home Management Services Evaluation Committee. Alix stated the pre-bid conference
468 for RFP 2014-001 CCNH Management Services was held last Friday and seven vendors had ex-
469 pressed an interest in bidding.

470
471 Alix announced that he would not be available to attend the March Committee of the
472 Whole meeting and neither would Michaels, so he had selected Richards to Chair the Finance
473 portion of the meeting.

474
475 Designation of Items for the Consent Agenda

476
477 Items A2-3; D1; E1-2; F1-4; G3-4 and G7 were designated for the County Board Consent
478 Agenda.

479
480 **OTHER BUSINESS**

481
482 There was no other business.

483
484 **Adjourn**

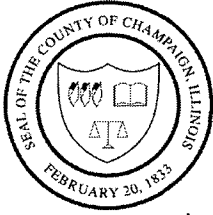
485
486 The meeting adjourned at 9:21 p.m.

487
488 Respectfully submitted,

489
490
491 Kay Rhodes
492 Administrative Assistant

493
494
495 *Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*
496

497
498



Champaign County Board Request for Proposal (RFP 2013-006) Evaluation Committee

5
6 **MINUTES – SUBJECT TO REVIEW AND APPROVAL**

7 **Date:** Monday, February 3, 2014
8 **Time:** 1:30 p.m.
9 **Place:** Jennifer Putnam Meeting Room
10 Brookens Administrative Center
11 1776 E. Washington St.
12 Urbana, Illinois

13 **Committee Members:** Sam Banks, Astrid Berkson, Debra Busey, John Jay, Al Kurtz, Sheriff Walsh
14 **Absent:** Lynn Branham
15 **Others:** Pattsi Petrie (Champaign County Board), Allen Jones (Deputy Chief), Van Anderson
16 (Champaign County Deputy Administrator of Finance), Beth Brunk (recording secretary)

17
18 Call to Order

19 Al Kurtz called the meeting to order at 1:34 p.m.
20

21 Approval of Agenda

22 **MOTION** by Ms. Berkson to approve the agenda as distributed; seconded by Sheriff Walsh. Upon vote, the **MOTION**
23 **carried unanimously.**
24

25 Public Participation

26 None
27

28 Review of Evaluation Ratings for Respondents of RFP 2013-006 – Re-Entry Programming Services for
29 Champaign County, Illinois

30 Ms. Busey explained the outcomes from the evaluation process. Based on the compilation of points from the seven
31 evaluators, the respondents ranked as followed: Community Elements - 772 points, Lutheran Social Services - 757 points
32 and Regional Planning Commission - 703 points.
33

34 Comments from the Committee concerning the respondents:
35

36 **Community Elements**

37 Positives:

- 38 • Comprehensive plan for housing – a major problem with re-entry individuals
- 39 • Targeted, specific, well-laid out approach, timelines
- 40 • Already embedded in jail with other programs – linkages established with Sheriff's Department
- 41 • Clearly outlined how to deliver services and what the program will look like
- 42 • Intimate knowledge of community
- 43 • Success with drug court
- 44 • Least amount charged in overhead \$15,000 – most money directly to people that it was meant to serve
- 45 • Realistic staffs costs

46
47 Negatives:

- 48 • Focus on mental health – too simplistic
 - 49 • More behavior health approach – less holistic
 - 50 • Used term "Offenders" – reflects lack of experience with re-entry population
- 51

1 **Lutheran Social Services**

2 Positives:

- 3 • Most comprehensive
4 • Data analysis in place
5 • Has experience in running this type of program
6 • Has spiritual element that has been successful in overcoming addiction

7 Negatives:

- 8 • After 30 years of experience, very little detail in terms of results
9 • Lack of community connection
10 • Proposals for salary extremely low for caliber of people looking to assume manager /coordinator responsibilities

11 **Regional Planning Commission**

12 Positives:

- 13 • Creative
14 • History of successful grant writing and operating the juvenile returnees system
15 • Use of Citizens with Convictions – community leaders that will be able to be successful peer mentors due to their
16 experience
17 • Good grass roots approach

18 Negatives:

- 19 • Will develop plan – not specified
20 • Most expensive in overhead – approximately \$30,000

21
22
23
24
25 The Sheriff mentioned that the Champaign and Urbana Police Departments have expressed an interest in getting involved
26 with the re-entry program. Deputy Chief Jones noted that the diagram provided in the Community Elements proposal is a
27 model that is consistent with what was discussed at a community-wide meeting with the Sheriff and local organizations in
28 mental health, housing, etc. Sheriff Walsh noted that timing is an issue since a \$600,000 grant opportunity for re-entry
29 operations, *Second Chance*, must be submitted by March 18th. Ms. Busey commented that a decision at the February
30 20th County Board meeting would allow enough time for any of the respondents to put together a grant application for
31 the *Second Chance* grant money.
32

33 Determination of Process for Recommendation of Award

34 **MOTION** by Mr. Jay to recommend approval of award for the RFP 2013-006, Re-Entry Programming Services to
35 Community Elements; seconded by Ms. Berkson.

36 Roll call vote:

37 **Yes** – 6: Banks, Berkson, Busey, Jay, Kurtz, Sheriff Walsh

38 **No** – 0

39 The **MOTION** carried unanimously.
40

41 Ms. Busey outlined the approval process. The recommendation for award will be presented in the Justice agenda at the
42 Committee of the Whole on 2/11/14. If approved, the contract can go to full County Board for approval at the 2/20/14
43 meeting. In this way, the selected provider can proceed with the grant submission.
44

45 County Administrative Services will handle the payments since the project is in the County Board budget. The selected
46 provider will report monthly to the Re-Entry Council and quarterly to the County Board's Justice & Social Services
47 Committee. Mr. Jay cautioned that we do not try to oversell this program as we are not sure it will be successful.
48

49 Other Business

50 None

51 Adjournment

52 **MOTION** by Mr. Banks to adjourn; seconded by Mr. Kurtz. Upon vote, the **MOTION** carried unanimously.

53 The meeting was adjourned at 2:06 p.m.
54

To: Board of Directors
Champaign County Nursing Home

From: Scott Gima
Manager

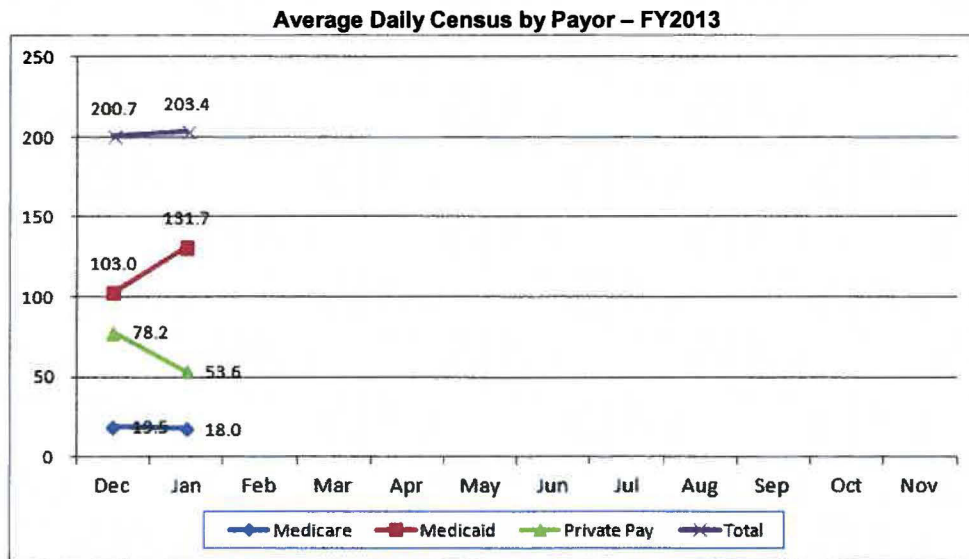
Date: March 5, 2014

Re: January 2014 Financial Management Report

Census continues to climb. The average daily census improved from 200.7 in December to 203.4 in January. The overall occupancy rate increased from 82.6 percent to 83.7 percent. The net income was \$50,569, which is down from \$103,830 in December. Cash from operations totaled \$111,262, a good month, but down from December's cash of \$164,801. Medicaid conversions and unemployment insurance costs were the main culprits to a financial performance in January that would have been as good as December's.

Statistics

The January ADC was 203.4. There were 970 Medicaid conversion days in January compared to 87 conversion days in December. As a result, the Medicaid and private pay census figures are significantly skewed. 970 days equals 31.3 residents in a 312 day month.



February's preliminary census is 208 with 18.2 Medicare. The census has ranged between 199 and 210.

The table below is an attempt to show the true change in census without the conversion days. Without the conversion days, Medicaid decreased by almost three residents and private pay increased by 6.7 residents.

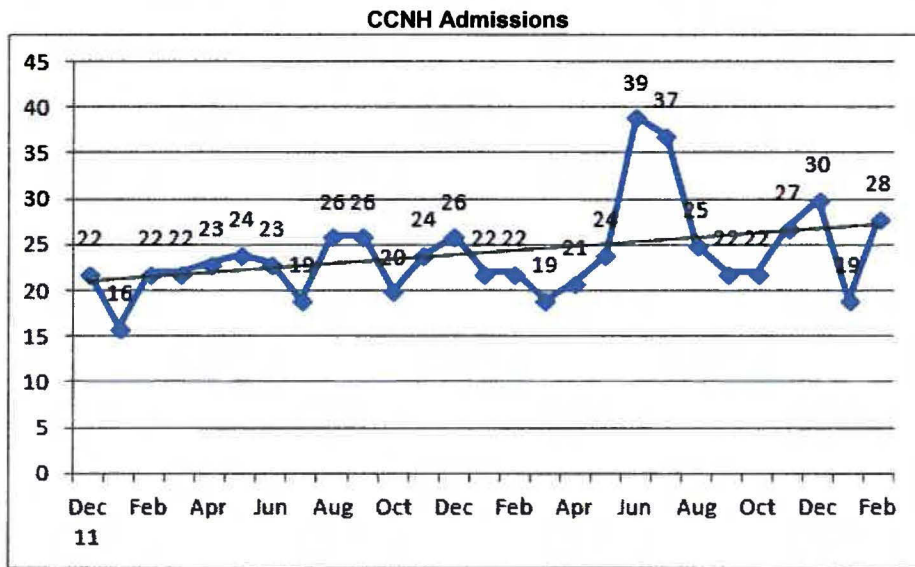
	December	January	January Adjusted
Total Census	200.7	203.4	203.4
Medicare	19.5	18.0	18.0
Medicaid	103.0	131.7	100.4
Private Pay	78.2	53.6	84.9

Admissions increased in February with a total of 28. It is even more impressive in the shortest month of the year. Outflow remains fairly flat since August, ranging between a month low of 17 and a high of 26.

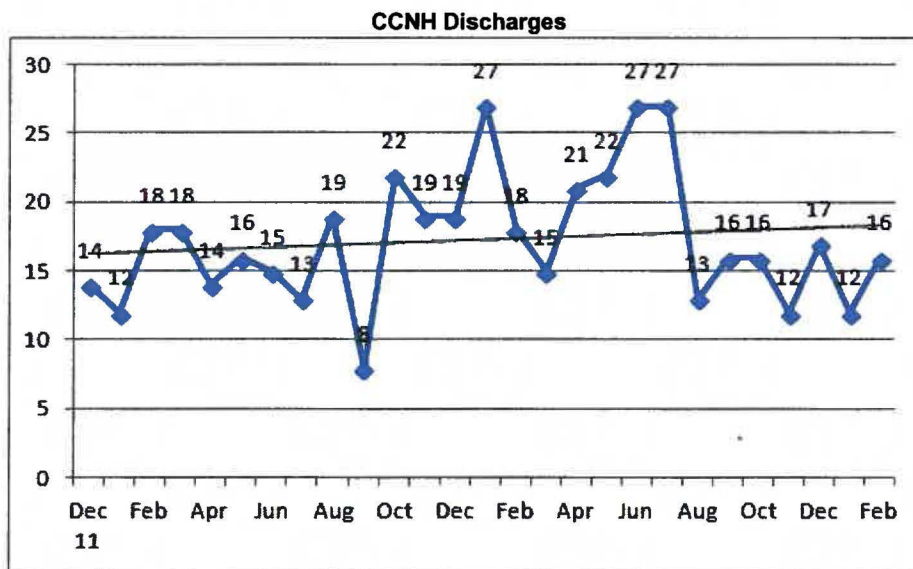
**Admissions and Discharges
December 2012 to February 2014**

	Medicare Admits	Non-Medicare Admits	Total Admits	Discharges	Expirations	Total Discharges/Expirations
Feb	15	7	22	18	13	31
Mar	6	13	19	15	6	21
Apr	14	7	21	21	8	29
May	13	11	24	22	8	30
June	23	16	39	27	7	34
July	18	19	37	27	9	36
August	11	14	25	13	4	17
Sept	11	14	25	16	4	20
Oct	13	9	22	16	10	26
Nov	16	11	27	12	9	21
Dec	16	14	30	17	7	24
Jan 14	9	10	19	12	8	20
Feb	16	12	28	16	6	22

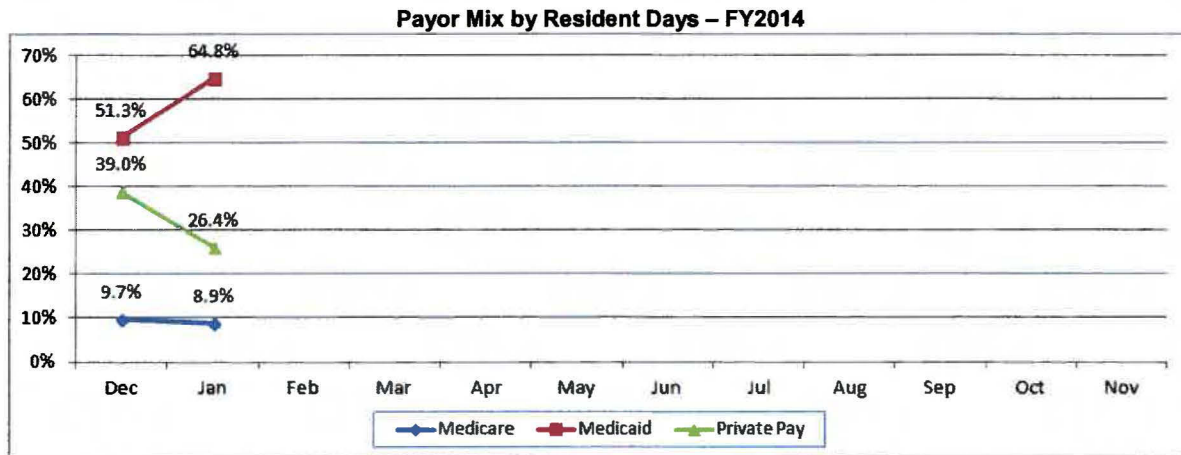
In FY2012, monthly admissions averaged 22.2 per month. FY2013 admissions averaged 25.5 per month, a 15 percent increase. So far in 2014, the monthly average is 25.6.



Discharges occurred at a higher pace in 2013 compared to 2012. In FY2012, the average monthly discharges was 15.7, ranging between 8 and 22. The monthly average for FY2013 is 19.4, a 24 percent increase from 2012. So far in 2014, the monthly average is 15.



The FY2013 payor mix was Medicare – 8.7%, Medicaid – 56.3% and Private pay 35.0%. FY2014 conversion days totaled as follows: December – 87, January – 970. The high number of conversion in January makes the payor mix for the month meaningless in comparison to December.



Net Income/(Loss)/Cash from Operations

January's net income totaled \$50,569, which is down from the \$103,830 net income in December. While census was up in January there were a couple of items that prevented January from showing stronger numbers, Medicaid conversion days and unemployment insurance expense.

Revenues

- Revenues dropped from \$1.276 million in December to \$1.259 million in January, a slight decrease of \$17k. Medicare revenue fell from \$267,837 in December to \$245,602. But that was expected with the Medicare census falling by 1.5 residents. The 970 day adjustment to Medicaid and private pay days decreased revenue by approximately \$50k. As a result, operating revenue per day fell from \$205.13 in December to \$199.68 in January.

Expenses

- Expenses increased from \$1.265 million in December to \$1.301 million in January, an increase of \$35,736. Expenses per day increased from \$203.30 to \$206.26. The average cost per day in FY2013 was \$220.81 per day.
- Unemployment insurance jumped from \$4,564 in December to \$33,794 in January, an increase of \$29,230. Unemployment insurance costs always start high at the beginning of the calendar year as the premiums are based on a percentage (4.55% in 2014) of the first \$12,960 of wages earned.
- Wages looked good for the month. Wages increased from \$521,126 in December to \$525,998 in January. Wages per day indicate that the increase in wages was due to the increase in census as wages per day were relatively flat at \$83.76 in December and

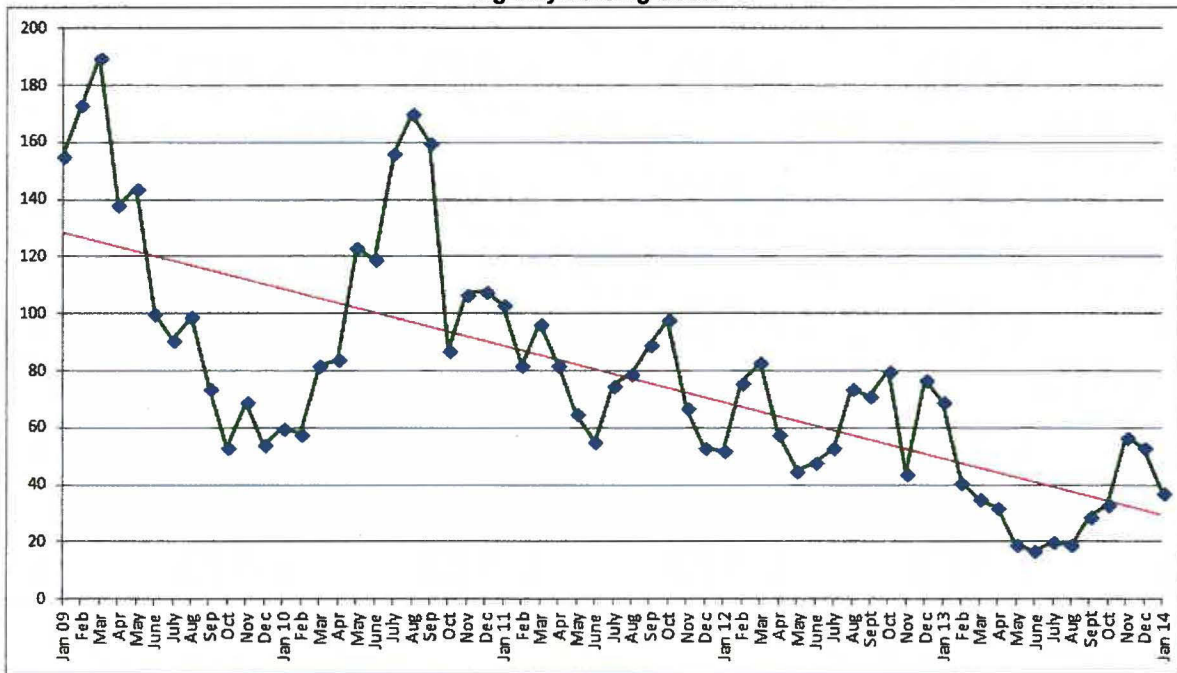
\$83.41 in January. The average for FY2013 was \$93.11 per day.

- No problems with non-labor expenses, which fell from \$577,672 in December to \$547,099 in January. Non-labor expenses per day fell from \$92.84 to \$86.76 in January. The average for FY2013 was \$95.62 per day. The following items impacted non-labor expenses in January.

Dietary food costs showed slight improvement falling from \$49k in December to \$44k in January.

- Agency expenses fell from \$53k in December to \$37k in January.

Agency Nursing Costs



Cash Position

The month ending cash balance fell slightly from \$683,977 in December to \$613,264 in January. Accounts receivable increased from \$3.693 million in December to \$3.953 million, an increase of \$259,929. January showed normal fluctuations/increases in receivables for property taxes, the IGT (because it is paid quarterly), VA, private pay and Medicare Advantage all contributed to the \$260k increase. Accounts payable increased from \$1.3 million in December to \$1.324 million in January, an increase of \$24,829.

**Champaign County Nursing Home
Actual vs Budget Statement of Operations**

01/31/14

1

Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
Operating Income						
Miscellaneous Revenue	2,486.09	2,038.00	448.09	4,314.15	4,076.00	238.15
Medicare A Revenue	245,601.60	250,040.00	(4,438.40)	513,439.05	500,080.00	13,359.05
Medicare B Revenue	37,756.02	28,482.00	9,294.02	72,913.12	56,924.00	15,989.12
Medicaid Revenue	601,385.89	460,442.00	140,943.89	1,061,372.20	920,884.00	140,488.20
Private Pay Revenue	358,642.13	387,557.00	(28,914.87)	852,254.58	775,114.00	77,140.58
Adult Day Care Revenue	13,323.24	15,467.00	(2,143.76)	31,226.10	30,934.00	292.10
Total Income	1,259,194.97	1,144,006.00	115,188.97	2,535,519.20	2,288,012.00	247,507.20
Operating Expenses						
Administration	258,384.70	236,216.00	(22,168.70)	508,287.52	472,432.00	(35,855.52)
Environmental Services	91,219.42	90,544.00	(675.42)	180,458.16	181,088.00	629.84
Laundry	17,613.19	16,287.00	(1,326.19)	32,852.13	32,574.00	(278.13)
Maintenance	22,631.25	31,255.00	8,623.75	43,204.95	62,510.00	19,305.05
Nursing Services	523,368.72	455,596.00	(67,772.72)	1,034,519.08	911,192.00	(123,327.08)
Activities	19,891.18	26,859.00	6,967.82	38,391.52	53,718.00	15,326.48
Social Services	16,243.34	18,980.00	2,736.66	32,676.13	37,960.00	5,283.87
Physical Therapy	45,374.25	30,059.00	(15,315.25)	88,178.12	60,118.00	(28,060.12)
Occupational Therapy	37,566.70	26,283.00	(11,283.70)	70,707.09	52,566.00	(18,141.09)
Speech Therapy	10,714.17	7,705.00	(3,009.17)	20,256.76	15,410.00	(4,846.76)
Respiratory Therapy	9,198.75	8,000.00	(1,198.75)	18,425.00	16,000.00	(2,425.00)
Total This Department	19,912.92	15,705.00	(4,207.92)	38,681.76	31,410.00	(7,271.76)
Food Services	118,963.55	128,235.00	9,271.45	241,623.18	256,470.00	14,846.82
Barber & Beauty	7,212.02	6,372.00	(840.02)	13,527.70	12,744.00	(783.70)
Adult Day Care	19,543.44	23,450.00	3,906.56	38,126.67	46,900.00	8,773.33
Alzheimers and Related Disorders	105,787.15	135,748.00	29,960.85	207,428.17	271,496.00	64,067.83
Total Expenses	1,303,711.83	1,241,589.00	(62,122.83)	2,568,662.18	2,483,178.00	(85,484.18)
Net Operating Income	(44,516.86)	(97,583.00)	53,066.14	(33,142.98)	(195,166.00)	162,023.02
NonOperating Income						
Local Taxes	91,949.17	79,877.00	12,072.17	183,899.91	159,754.00	24,145.91
Miscellaneous NI Revenue	111.29	211.00	(99.71)	617.16	422.00	195.16
Total NonOperating Income	92,060.46	80,088.00	11,972.46	184,517.07	160,176.00	24,341.07
Net Income (Loss)	47,543.60	(17,495.00)	65,038.60	151,374.09	(34,990.00)	186,364.09

Champaign County Nursing Home
Actual vs Budget Statement of Operations

01/31/14

1

Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
Operating Income						
Miscellaneous Revenue						
Lunch Reimbursement		385.00	(385.00)	180.00	770.00	(590.00)
Late Charge, NSF Check Charge	2,476.09	1,538.00	938.09	4,124.15	3,076.00	1,048.15
Other Miscellaneous Revenue	10.00	115.00	(105.00)	10.00	230.00	(220.00)
Total Miscellaneous Revenue	2,486.09	2,038.00	448.09	4,314.15	4,076.00	238.15
Medicare A Revenue						
Medicare A	168,901.38	192,794.00	(23,892.62)	314,914.49	385,588.00	(70,673.51)
ARD - Medicare A	14,465.27	17,552.00	(3,086.73)	59,521.05	35,104.00	24,417.05
NH Pt_Care - Medicare Advantage/ Hmo	58,714.95	39,042.00	19,672.95	114,848.72	78,084.00	36,764.72
ARD_Pt Care - Medicare Advantage/ HMO	3,520.00	652.00	2,868.00	24,154.79	1,304.00	22,850.79
Total Medicare A Revenue	245,601.60	250,040.00	(4,438.40)	513,439.05	500,080.00	13,359.05
Medicare B Revenue						
Medicare B	37,756.02	28,462.00	9,294.02	72,913.12	56,924.00	15,989.12
Total Medicare B Revenue	37,756.02	28,462.00	9,294.02	72,913.12	56,924.00	15,989.12
Medicaid Revenue						
Medicaid Title XIX (IDHFS)	431,022.24	291,809.00	139,213.24	708,210.40	583,618.00	124,592.40
ARD - Medicaid Title XIX (IDHFS)	129,178.87	117,509.00	11,669.87	256,000.67	235,018.00	20,982.67
Patient Care-Hospice	30,702.57	30,241.00	461.57	70,632.08	60,482.00	10,150.08
ARD Patient Care - Hospice	10,482.21	20,883.00	(10,400.79)	26,529.05	41,766.00	(15,236.95)
Total Medicaid Revenue	601,385.89	460,442.00	140,943.89	1,061,372.20	920,884.00	140,488.20
Private Pay Revenue						
VA-Veterans Nursing Home Care	34,965.78	12,947.00	22,018.78	60,692.09	25,894.00	34,798.09
ARD - VA - Veterans Care	8,360.00	439.00	7,921.00	10,546.84	878.00	9,668.84
Nursing Home Patient Care - Private Pay	199,862.77	270,974.00	(71,111.23)	555,858.47	541,948.00	13,910.47
Nursing Home Beauty Shop Revenue	3,429.40	3,141.00	288.40	6,503.60	6,282.00	221.60
Medical Supplies Revenue	4,747.80	5,273.00	(525.20)	11,465.14	10,546.00	919.14
Patient Transportation Charges	452.65	1,631.00	(1,178.35)	3,232.83	3,262.00	(29.17)
ARD Patient Care- Private Pay	106,823.73	93,152.00	13,671.73	203,955.61	186,304.00	17,651.61
Total Private Pay Revenue	358,642.13	387,557.00	(28,914.87)	852,254.58	775,114.00	77,140.58
Adult Day Care Revenue						
VA-Veterans Adult Daycare	4,270.35	3,728.00	542.35	7,842.45	7,456.00	386.45
IL Department Of Aging-Day Care Grant (Title XX)	7,282.89	10,258.00	(2,975.11)	17,540.60	20,516.00	(2,975.40)
Adult Day Care Charges-Private Pay	1,770.00	1,481.00	289.00	5,843.05	2,962.00	2,881.05
Total Adult Day Care Revenue	13,323.24	15,467.00	(2,143.76)	31,226.10	30,934.00	292.10
Total Income	1,259,194.97	1,144,006.00	115,188.97	2,535,519.20	2,288,012.00	247,507.20

Operating Expenses

Administration

Reg. Full-Time Employees	24,512.74	25,061.00	548.26	49,981.92	50,122.00	140.08
Temp. Salaries & Wages	1,884.26	1,120.00	(764.26)	3,736.00	2,240.00	(1,496.00)
Per Diem	225.00	203.00	(22.00)	405.00	406.00	1.00
Overtime	1,093.05	230.00	(863.05)	1,232.93	460.00	(772.93)
TOPS - Balances	1,673.67	199.00	(1,474.67)	573.62	398.00	(175.62)
TOPS - FICA	128.04	15.00	(113.04)	43.88	30.00	(13.88)
Social Security - Employer	1,992.16	1,894.00	(98.16)	3,955.27	3,788.00	(167.27)
IMRF - Employer Cost	2,375.82	2,352.00	(23.82)	4,804.90	4,704.00	(100.90)
Workers' Compensation Insurance	874.86	1,589.00	714.14	1,901.28	3,178.00	1,276.72
Unemployment Insurance	1,766.28	910.00	(856.28)	1,882.24	1,820.00	(62.24)

**Champaign County Nursing Home
Actual vs Budget Statement of Operations**

01/31/14

2

Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
Employee Health/Life Insurance	4,249.20	4,319.00	69.80	8,541.40	8,638.00	96.60
Employee Development/Recognition		25.00	25.00	30.00	50.00	20.00
Employee Physicals/Lab	312.00	1,923.00	1,611.00	412.00	3,846.00	3,434.00
Stationary & Printing		78.00	78.00	211.56	156.00	(55.56)
Books, Periodicals & Manuals		41.00	41.00	69.00	82.00	13.00
Copier Supplies	535.71	631.00	95.29	1,053.53	1,262.00	208.47
Postage, UPS, Federal Express	667.41	515.00	(152.41)	1,058.38	1,030.00	(28.38)
Operational Supplies	585.33	845.00	259.67	1,666.42	1,690.00	23.58
Audit & Accounting Fees	4,179.00	4,308.00	129.00	8,358.00	8,618.00	258.00
Attorney Fees	1,861.50	4,615.00	2,753.50	5,142.50	9,230.00	4,087.50
Professional Services	40,781.26	33,004.00	(7,777.26)	82,503.41	66,008.00	(16,495.41)
Job Required Travel Expense	109.16	257.00	147.84	232.29	514.00	281.71
Insurance	23,167.00	22,124.00	(1,043.00)	46,334.00	44,248.00	(2,086.00)
Computer Services	6,115.83	4,922.00	(1,193.83)	16,386.45	9,844.00	(6,542.45)
Telephone Services	1,254.74	1,370.00	115.26	3,126.61	2,740.00	(386.61)
Legal Notices, Advertising	2,866.02	2,633.00	(233.02)	5,874.44	5,266.00	(608.44)
Photocopy Services	1,024.68	1,025.00	0.32	2,615.90	2,050.00	(565.90)
Public Relations	(55.38)	66.00	121.38	14.19	132.00	117.81
Dues & Licenses	1,725.08	1,617.00	(108.08)	3,450.16	3,234.00	(216.16)
Conferences & Training	1,029.00	962.00	(67.00)	1,128.00	1,924.00	796.00
Finance Charges, Bank Fees		192.00	192.00		384.00	384.00
Cable/Satellite TV Expense	2,533.73	2,147.00	(386.73)	5,067.46	4,294.00	(773.46)
IPA Licensing Fee	46,590.50	40,612.00	(5,978.50)	92,975.00	81,224.00	(11,751.00)
Fines & Penalties		2,308.00	2,308.00		4,616.00	4,616.00
Furnishings, Office Equipment		5,769.00	5,769.00		11,538.00	11,538.00
Depreciation Expense	60,692.97	56,361.00	(4,331.97)	121,663.62	112,722.00	(8,941.62)
Miscellaneous Expense	11,412.00		(11,412.00)	11,412.00		(11,412.00)
Interest-Tax Anticipation Notes Payable		538.00	538.00		1,076.00	1,076.00
Interest- Bonds Payable	10,222.08	9,436.00	(786.08)	20,444.16	18,872.00	(1,572.16)
Total Administration	258,384.70	236,216.00	(22,168.70)	508,287.52	472,432.00	(35,855.52)
Environmental Services						
Reg. Full-Time Employees	25,755.43	32,327.00	6,571.57	53,323.35	64,654.00	11,330.65
Reg. Part-Time Employees	709.48		(709.48)	1,475.78		(1,475.78)
Overtime	6,738.81	462.00	(6,276.81)	10,362.49	924.00	(9,438.49)
TOPS - Balances	1,273.61		(1,273.61)	2,857.92		(2,857.92)
TOPS- FICA	97.44		(97.44)	218.64		(218.64)
Social Security - Employer	2,485.75	2,394.00	(91.75)	4,877.31	4,788.00	(89.31)
IMRF - Employer Cost	3,227.69	3,315.00	87.31	6,445.77	6,630.00	184.23
Workers' Compensation Insurance	884.60	1,957.00	1,072.40	1,934.39	3,914.00	1,979.61
Unemployment Insurance	2,101.52	1,452.00	(649.52)	2,310.59	2,904.00	593.41
Employee Health/Life Insurance	7,450.09	6,772.00	(678.09)	14,900.18	13,544.00	(1,356.18)
Operational Supplies	5,616.34	5,089.00	(527.34)	10,277.89	10,178.00	(99.89)
Gas Service	18,338.88	9,938.00	(8,400.88)	29,711.16	19,876.00	(9,835.16)
Electric Service	11,077.42	19,889.00	8,811.58	26,594.17	39,778.00	13,183.83
Water Service	(766.19)	2,401.00	3,167.19	1,864.47	4,802.00	2,937.53
Pest Control Service	482.00	449.00	(33.00)	964.00	898.00	(66.00)
Waste Disposal & Recycling	2,737.53	2,627.00	(110.53)	7,773.03	5,254.00	(2,519.03)
Equipment Rentals	258.00	222.00	(36.00)	516.00	444.00	(72.00)
Sewer Service & Tax	2,751.02	1,250.00	(1,501.02)	4,051.02	2,500.00	(1,551.02)
Total Environmental Services	91,219.42	90,544.00	(675.42)	180,458.16	181,088.00	629.84
Laundry						
Reg. Full-Time Employees	9,158.25	8,763.00	(395.25)	18,623.57	17,526.00	(1,097.57)
Overtime	1,129.20	243.00	(886.20)	1,637.88	486.00	(1,151.88)
TOPS Balances	846.44	425.00	(421.44)	352.06	850.00	497.94

Champaign County Nursing Home
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Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
TOPS - FICA	64.76	33.00	(31.76)	26.94	66.00	39.06
Social Security - Employer	763.53	675.00	(88.53)	1,507.98	1,350.00	(157.98)
IMRF - Employer Cost	992.51	905.00	(87.51)	1,996.58	1,810.00	(186.58)
Workers' Compensation Insurance	323.99	538.00	214.01	660.05	1,076.00	415.95
Unemployment insurance	668.10	415.00	(253.10)	668.10	830.00	161.90
Employee Health/Life Insurance	2,456.80	1,683.00	(773.80)	4,918.80	3,366.00	(1,552.80)
Laundry Supplies		1,463.00	1,463.00	1,028.58	2,926.00	1,897.42
Linen & Bedding	1,209.61	1,144.00	(65.61)	1,431.59	2,288.00	856.41
Total Laundry	17,613.19	16,287.00	(1,326.19)	32,852.13	32,574.00	(278.13)
Maintenance						
Reg. Full-Time Employees	5,584.65	9,870.00	4,285.35	11,142.11	19,740.00	8,597.89
Overtime	572.80	49.00	(523.80)	635.80	98.00	(537.80)
TOPS - Balances	43.90	77.00	33.10	(76.38)	154.00	230.38
TOPS - FICA	3.36	6.00	2.64	(5.84)	12.00	17.84
Social Security - Employer	437.38	756.00	318.62	856.89	1,512.00	655.11
IMRF - Employer Cost	568.38	1,013.00	444.62	1,132.65	2,026.00	893.35
Workers' Compensation Insurance	189.95	592.00	402.05	397.89	1,184.00	786.11
Unemployment Insurance	331.33	465.00	133.67	505.62	930.00	424.38
Employee Health/Life Insurance	1,864.80	609.00	(1,255.80)	2,486.40	1,218.00	(1,268.40)
Gasoline & Oil		406.00	406.00	1,365.34	812.00	(553.34)
Ground Supplies	26.31		(26.31)	284.69		(284.69)
Maintenance Supplies	2,508.22	3,097.00	588.78	4,652.45	6,194.00	1,541.55
Operational Supplies	45.36		(45.36)	45.36		(45.36)
Professional Services	1,002.72		(1,002.72)	350.00		(350.00)
Automobile Maintenance	764.23	270.00	(494.23)	1,990.96	540.00	(1,450.96)
Equipment Maintenance	1,765.09	2,201.00	435.91	2,437.95	4,402.00	1,964.05
Equipment Rentals	4.40	95.00	90.60	266.80	190.00	(76.80)
Nursing Home Building Repair/Maintenance	1,718.37	7,051.00	5,332.63	8,036.26	14,102.00	6,065.74
Parking Lot/Sidewalk Maintenance	5,200.00	852.00	(4,348.00)	6,700.00	1,704.00	(4,996.00)
Nursing Home Building Construction/Improvements		3,846.00	3,846.00		7,692.00	7,692.00
Total Maintenance	22,631.25	31,255.00	8,623.75	43,204.95	62,510.00	19,305.05
Nursing Services						
Reg. Full-Time Employees	114,311.80	105,916.00	(8,395.80)	239,287.22	211,832.00	(27,455.22)
Reg. Part-Time Employees	4,239.28		(4,239.28)	9,538.43		(9,538.43)
Temp. Salaries & Wages	15,078.68	10,479.00	(4,599.68)	29,975.24	20,958.00	(9,017.24)
Overtime	75,128.28	33,988.00	(41,140.28)	134,635.30	67,976.00	(66,659.30)
TOPS - Balances	1,132.25	(355.00)	(1,487.25)	2,044.35	(710.00)	(2,754.35)
No Benefit Full-Time Employees	61,996.10	67,719.00	5,722.90	133,235.53	135,438.00	2,202.47
No Benefit Part-Time Employees	23,176.75	33,548.00	10,371.25	40,971.04	67,096.00	26,124.96
TOPS - FICA	86.62	125.00	38.38	156.39	250.00	93.61
Social Security - Employer	22,059.10	18,881.00	(3,178.10)	44,142.20	37,762.00	(6,380.20)
IMRF - Employer Cost	26,449.62	24,203.00	(2,246.62)	54,319.51	48,406.00	(5,913.51)
Workers' Compensation Insurance	7,334.79	15,024.00	7,689.21	16,050.97	30,048.00	13,997.03
Unemployment Insurance	19,086.41	9,502.00	(9,584.41)	21,131.98	19,004.00	(2,127.98)
Employee Health/Life Insurance	22,438.90	20,522.00	(1,916.90)	44,259.60	41,044.00	(3,215.60)
Books, Periodicals & Manuals		79.00	79.00		158.00	158.00
Stocked Drugs	985.19	1,685.00	699.81	3,445.39	3,370.00	(75.39)
Pharmacy Charges-Public Aid	2,277.97	1,004.00	(1,273.97)	3,360.19	2,008.00	(1,352.19)
Oxygen	1,576.40	2,781.00	1,204.60	5,384.40	5,562.00	177.60
Incontinence Supplies	7,766.97	7,780.00	13.03	19,502.32	15,560.00	(3,942.32)
Pharmacy Charges - Insurance	10,491.50	3,000.00	(7,491.50)	16,876.94	6,000.00	(10,876.94)
Equipment < \$2,500	327.67	1,511.00	1,183.33	2,798.20	3,022.00	223.80
Operational Supplies	17,836.77	15,396.00	(2,440.77)	27,114.41	30,792.00	3,677.59
Pharmacy Charges-Medicare	12,235.74	14,774.00	2,538.26	20,989.55	29,548.00	8,558.45

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Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
Medical/Dental/Mental Health	3,600.00	3,170.00	(430.00)	7,000.00	6,340.00	(660.00)
Professional Services	28,387.93	31,997.00	3,609.07	58,537.12	63,994.00	5,456.88
Job Require Travel		28.00	28.00		56.00	56.00
Laboratory Fees	2,794.51	2,168.00	(626.51)	6,564.08	4,338.00	(2,228.08)
Equipment Rentals	5,436.52	4,039.00	(1,397.52)	8,513.85	8,078.00	(435.85)
Conferences & Training				120.00		(120.00)
Contract Nursing Services	33,094.91	23,077.00	(10,017.91)	78,504.56	46,154.00	(32,350.56)
Medicare Medical Services	4,038.06	3,555.00	(483.06)	6,060.31	7,110.00	1,049.69
Total Nursing Services	523,368.72	455,596.00	(67,772.72)	1,034,519.08	911,192.00	(123,327.08)
Activities						
Reg. Full-Time Employees	12,951.18	18,447.00	5,495.82	25,523.92	36,894.00	11,370.08
Overtime	39.98	114.00	74.02	45.69	228.00	182.31
TOPS - Balances	(920.79)		920.79	(1,719.64)		1,719.64
TOPS - FICA	(70.44)		70.44	(131.55)		131.55
Social Security - Employer	917.43	1,345.00	427.57	1,814.49	2,690.00	875.51
IMRF - Employer Cost	1,191.82	1,803.00	611.18	2,397.95	3,606.00	1,208.05
Workers' Compensation Insurance	425.79	1,108.00	682.21	902.97	2,216.00	1,313.03
Unemployment Insurance	803.43	844.00	40.57	949.54	1,688.00	738.46
Employee Health/Life Insurance	3,686.60	2,609.00	(1,077.60)	7,373.20	5,218.00	(2,155.20)
Books, Periodicals & Manuals		22.00	22.00		44.00	44.00
Operational Supplies	741.48	424.00	(317.48)	985.55	848.00	(137.55)
Professional Services	124.70	143.00	18.30	249.40	286.00	36.60
Total Activities	19,891.18	26,859.00	6,967.82	38,391.52	53,718.00	15,326.48
Social Services						
Reg. Full-Time Employees	10,736.45	12,827.00	2,090.55	21,632.78	25,654.00	4,021.22
Overtime	602.10	113.00	(489.10)	686.09	226.00	(460.09)
TOPS - Balances	(956.59)	184.00	1,140.59	(381.78)	368.00	749.78
TOPS - FICA	3.32	14.00	10.68	(29.20)	28.00	57.20
Social Security - Employer	848.47	1,167.00	318.53	1,671.80	2,334.00	662.20
IMRF - Employer Cost	1,102.23	1,192.00	89.77	2,209.29	2,384.00	174.71
Workers' Compensation Insurance	354.21	773.00	418.79	767.40	1,546.00	778.60
Unemployment Insurance	861.85	592.00	(269.85)	861.85	1,184.00	322.15
Employee Health/Life Insurance	2,441.90	1,802.00	(639.90)	4,883.80	3,804.00	(1,279.80)
Operational Supplies	124.70	8.00	(116.70)	124.70	16.00	(108.70)
Professional Services	124.70	308.00	183.30	249.40	616.00	366.60
Total Social Services	16,243.34	18,980.00	2,736.66	32,676.13	37,960.00	5,283.87
Physical Therapy						
Reg. Full-Time Employees	4,097.98	4,015.00	(82.98)	8,448.70	8,030.00	(418.70)
Overtime	609.90	22.00	(587.90)	618.21	44.00	(574.21)
TOPS - Balances	350.76	107.00	(243.76)	308.58	214.00	(94.58)
TOPS - FICA	26.83	8.00	(18.83)	23.61	16.00	(7.61)
Social Security - Employer	347.65	356.00	8.35	670.34	712.00	41.66
IMRF - Employer Cost	451.66	478.00	26.34	886.59	956.00	69.41
Workers' Compensation Ins.	167.00	241.00	74.00	332.21	482.00	149.79
Unemployment Insurance	307.76	181.00	(126.76)	307.76	362.00	54.24
Employee Health/Life Insurance	1,243.20	1,137.00	(106.20)	2,486.40	2,274.00	(212.40)
Professional Services	37,771.51	23,514.00	(14,257.51)	74,095.72	47,028.00	(27,067.72)
Total Physical Therapy	45,374.25	30,059.00	(15,315.25)	88,178.12	60,118.00	(28,060.12)
Occupational Therapy						
Reg. Full-Time Employees	2,263.21	2,003.00	(260.21)	4,428.01	4,006.00	(422.01)
Overtime		21.00	21.00		42.00	42.00
TOPS - Balances	(9.84)	11.00	20.84	(334.06)	22.00	356.06

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Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
TOPS - FICA	(0.75)	1.00	1.75	(25.56)	2.00	27.56
Social Security - Employer	171.72	154.00	(17.72)	336.09	308.00	(28.09)
IMRF - Employer Cost	223.12	206.00	(17.12)	444.76	412.00	(32.76)
Workers' Compensation Ins.	45.74	121.00	75.26	127.95	242.00	114.05
Unemployment Insurance	151.29	92.00	(59.29)	151.29	184.00	32.71
Employee Health/Life Insurance	621.60	569.00	(52.60)	1,243.20	1,138.00	(105.20)
Professional Services	34,100.61	23,105.00	(10,995.61)	64,335.41	46,210.00	(18,125.41)
Total Occupational Therapy	37,566.70	26,283.00	(11,283.70)	70,707.09	52,566.00	(18,141.09)
Speech Therapy						
Professional Services	10,714.17	7,705.00	(3,009.17)	20,256.76	15,410.00	(4,846.76)
Total Speech Therapy	10,714.17	7,705.00	(3,009.17)	20,256.76	15,410.00	(4,846.76)
Respiratory Therapy						
Professional Services	9,198.75	8,000.00	(1,198.75)	18,425.00	16,000.00	(2,425.00)
Total Respiratory Therapy	9,198.75	8,000.00	(1,198.75)	18,425.00	16,000.00	(2,425.00)
Total This Department	19,912.92	15,705.00	(4,207.92)	38,681.76	31,410.00	(7,271.76)
Food Services						
Reg. Full-Time Employees	28,723.19	52,089.00	23,365.81	53,098.47	104,178.00	51,079.53
Reg. Part-Time Employees	63.00	3,648.00	3,585.00	63.00	7,296.00	7,233.00
Overtime	5,538.18	1,513.00	(4,025.18)	10,213.49	3,026.00	(7,187.49)
TOPS - Balances	210.34		(210.34)	856.03		(856.03)
TOPS - FICA	16.09		(16.09)	65.48		(65.48)
Social Security - Employer	2,597.65	4,333.00	1,735.35	4,796.86	8,666.00	3,869.14
IMRF - Employer Cost	3,375.01	5,809.00	2,433.99	6,330.31	11,618.00	5,287.69
Workers' Compensation Insurance	1,021.28	3,418.00	2,396.72	1,906.74	6,836.00	4,929.26
Unemployment Insurance	1,911.19	2,695.00	783.81	2,626.69	5,390.00	2,763.31
Employee Health/Life Insurance	6,189.00	6,997.00	808.00	11,783.40	13,994.00	2,210.60
Food	43,854.95	32,817.00	(11,037.95)	92,870.66	65,634.00	(27,236.66)
Nutritional Supplements	4,239.16	3,211.00	(1,028.16)	6,777.46	6,422.00	(355.46)
Operational Supplies	6,880.84	3,854.00	(3,026.84)	12,365.08	7,708.00	(4,657.08)
Professional Services	13,938.72	3,615.00	(10,323.72)	36,749.15	7,230.00	(29,519.15)
Equipment Rentals	404.95	378.00	(26.95)	1,120.36	756.00	(364.36)
Dues & Licenses		12.00	12.00		24.00	24.00
Kitchen/ Laundry		3,846.00	3,846.00		7,692.00	7,692.00
Total Food Services	118,963.55	128,235.00	9,271.45	241,623.18	256,470.00	14,846.82
Barber & Beauty						
Reg. Full-Time Employees	2,328.12	4,010.00	1,681.88	8,938.80	8,020.00	(918.80)
TOPS - Balances	2,225.21		(2,225.21)	(164.27)		164.27
TOPS - FICA	(1.18)		1.18	(12.57)		12.57
Social Security - Employer	319.55	271.00	(48.55)	616.38	542.00	(74.38)
IMRF - Employer Cost	415.21	364.00	(51.21)	815.03	728.00	(87.03)
Workers' Compensation Insurance	151.78	239.00	87.22	317.80	478.00	160.20
Unemployment Insurance	301.15	180.00	(121.15)	301.15	360.00	58.85
Employee Health/Life Insurance	1,243.20	1,213.00	(30.20)	2,486.40	2,426.00	(60.40)
Operational Supplies	228.98	70.00	(158.98)	228.98	140.00	(88.98)
Conferences & Training		25.00	25.00		50.00	50.00
Total Barber & Beauty	7,212.02	6,372.00	(840.02)	13,527.70	12,744.00	(783.70)
Adult Day Care						
Reg. Full-Time Employees	12,798.43	12,515.00	(283.43)	25,413.62	25,030.00	(383.62)
Overtime	59.06	21.00	(38.06)	242.17	42.00	(200.17)
TOPS - Balances	(599.96)		599.96	(1,584.60)		1,584.60
TOPS - FICA	(45.90)		45.90	(121.22)		121.22

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Description	Actual	Budget	Variance	YTD Actual	YTD Budget	Variance
Social Security - Employer	962.46	939.00	(23.46)	1,923.20	1,878.00	(45.20)
IMRF - Employer Cost	1,239.39	1,247.00	7.61	2,531.24	2,494.00	(37.24)
Workers' Compensation Insurance	427.38	748.00	320.62	902.84	1,496.00	593.16
Unemployment Insurance	770.78	556.00	(214.78)	1,036.21	1,112.00	75.79
Employee Health/Life Insurance	3,081.00	2,426.00	(655.00)	6,162.00	4,852.00	(1,310.00)
Books, Periodicals & Manuals		14.00	14.00		28.00	28.00
Gasoline & Oil	960.60	1,086.00	125.40	1,274.70	2,172.00	897.30
Equipment < \$2,500		18.00	18.00		36.00	36.00
Operational Supplies	(109.80)	23.00	132.80	346.51	46.00	(300.51)
Field Trips/Activities		11.00	11.00		22.00	22.00
Furnishings, Office Equipment		3,846.00	3,846.00		7,692.00	7,692.00
Total Adult Day Care	19,543.44	23,450.00	3,906.56	38,126.67	46,900.00	8,773.33
Alzheimers and Related Disord						
Reg. Full-Time Employees	21,600.87	26,821.00	5,220.13	41,761.29	53,642.00	11,880.71
Overtime	14,469.21	12,047.00	(2,422.21)	27,256.40	24,094.00	(3,162.40)
TOPS - Balances	2,050.05	308.00	(1,742.05)	2,121.84	616.00	(1,505.84)
No Benefit Full-Time Employees	23,091.24	27,244.00	4,152.76	50,328.26	54,488.00	4,159.74
No Benefit Part-Time Employees	14,730.86	27,898.00	13,167.14	28,224.69	55,796.00	27,571.31
TOPS - FICA	156.83	24.00	(132.83)	162.32	48.00	(114.32)
Social Security - Employer	5,583.43	7,120.00	1,536.57	11,164.76	14,240.00	3,075.24
IMRF - Employer Cost	7,250.85	9,545.00	2,294.15	14,758.16	19,090.00	4,331.84
Workers' Compensation Insurance	2,046.77	5,612.00	3,565.23	4,272.13	11,224.00	6,951.87
Unemployment Insurance	4,733.33	3,081.00	(1,652.33)	5,625.67	6,162.00	536.33
Employee Health/Life Insurance	4,306.20	4,500.00	193.80	8,612.40	9,000.00	387.60
Operational Supplies		1.00	1.00	38.97	2.00	(36.97)
Professional Services	87.26		(87.26)	174.52		(174.52)
Conferences & Training		9.00	9.00		18.00	18.00
ARD - Contract Nursing	5,680.25	11,538.00	5,857.75	12,926.76	23,076.00	10,149.24
Total Alzheimers and Related Disorders	105,787.15	135,748.00	29,960.85	207,428.17	271,496.00	64,067.83
Total Expenses	1,303,711.83	1,241,589.00	(62,122.83)	2,568,662.18	2,483,178.00	(85,484.18)
Net Operating Income	(44,516.86)	(97,583.00)	53,066.14	(33,142.98)	(195,166.00)	162,023.02
NonOperating Income						
Local Taxes						
Current-Nursing Home Operating	91,949.17	79,877.00	12,072.17	183,899.91	159,754.00	24,145.91
Total Local Taxes	91,949.17	79,877.00	12,072.17	183,899.91	159,754.00	24,145.91
Miscellaneous NI Revenue						
Investment Interest	36.29	57.00	(20.71)	61.29	114.00	(52.71)
Restricted Donations	75.00	154.00	(79.00)	555.87	308.00	247.87
Total Miscellaneous NI Revenue	111.29	211.00	(99.71)	617.16	422.00	195.16
Total NonOperating Income	92,060.46	80,088.00	11,972.46	184,517.07	160,176.00	24,341.07
Net Income (Loss)	47,543.60	(17,495.00)	65,038.60	151,374.09	(34,990.00)	186,364.09

Champaign County Nursing Home												1	
Historical Statement of Operations													
01/31/14	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Operating Income													
Miscellaneous Revenue											1,828	2,486	4,314
Medicare A Revenue											267,837	245,602	513,439
Medicare B Revenue											35,157	37,756	72,913
Medicaid Revenue											459,986	601,366	1,061,372
Private Pay Revenue											493,612	358,642	852,255
Adult Day Care Revenue											17,903	13,323	31,226
Total Income											1,276,324	1,259,195	2,535,519
Operating Expenses													
Administration											249,903	258,385	508,288
Environmental Services											89,239	91,219	180,458
Laundry											15,239	17,613	32,852
Maintenance											20,574	22,631	43,205
Nursing Services											511,150	523,369	1,034,519
Activities											18,500	19,891	38,392
Social Services											16,433	16,243	32,676
Physical Therapy											42,804	45,374	88,178
Occupational Therapy											33,140	37,567	70,707
Speech Therapy											9,543	10,714	20,257
Respiratory Therapy													
Respiratory Therapy											9,226	9,199	18,425
Total This Department											18,769	19,913	38,682
Food Services											122,660	118,964	241,623
Barber & Beauty											6,316	7,212	13,528
Adult Day Care											18,583	19,543	38,127
Alzheimers and Related Disorders											101,641	105,787	207,428
Total Expenses											1,264,950	1,303,712	2,568,662
Net Operating Income											11,374	(44,517)	(33,143)
NonOperating Income													
Local Taxes											91,951	91,949	183,900
Miscellaneous NI Revenue											506	111	617
Total NonOperating Income											92,457	92,060	184,517
Net Income (Loss)											103,830	47,544	151,374

**Champaign County Nursing Home
Historical Statement of Operations**

01/31/14

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Operating Income													
Miscellaneous Revenue													
Lunch Reimbursement											180		180
Late Charge, NSF Check Charge											1,848	2,476	4,124
Other Miscellaneous Revenue												10	10
Total Miscellaneous Revenue											1,828	2,486	4,314
Medicare A Revenue													
Medicare A											148,013	188,901	314,914
ARD - Medicare A											45,056	14,465	59,521
NH Pt Care - Medicare Advantage/ H											58,134	58,715	114,849
ARD_Pt Care - Medicare Advantage/											20,835	3,520	24,155
Total Medicare A Revenue											267,837	245,602	513,439
Medicare B Revenue													
Medicare B											35,157	37,758	72,913
Total Medicare B Revenue											35,157	37,758	72,913
Medicaid Revenue													
Medicaid Title XIX (IDHFS)											277,188	431,022	708,210
ARD - Medicaid Title XIX (IDHFS)											128,822	129,179	256,001
Patient Care-Hospice											39,930	30,703	70,632
ARD Patient Care - Hospice											18,047	10,482	28,529
Total Medicaid Revenue											459,988	601,386	1,081,372
Private Pay Revenue													
VA-Veterans Nursing Home Care											25,728	34,966	60,692
ARD - VA - Veterans Care											2,187	8,360	10,547
Nursing Home Patient Care - Private											355,998	199,883	555,858
Nursing Home Beauty Shop Revenue											3,074	3,429	6,504
Medical Supplies Revenue											6,717	4,748	11,465
Patient Transportation Charges											2,780	453	3,233
ARD Patient Care- Private Pay											97,132	108,824	203,956
Total Private Pay Revenue											493,812	358,642	852,255
Adult Day Care Revenue													
VA-Veterans Adult Daycare											3,572	4,270	7,842
IL Department Of Aging-Day Care Gra											10,258	7,283	17,541
Adult Day Care Charges-Private Pay											4,073	1,770	5,843

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**Champaign County Nursing Home
Historical Statement of Operations**

01/31/14

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Total Adult Day Care Revenue											17,903	13,323	31,226
Total Income											1,276,324	1,259,195	2,535,519
Operating Expenses													
Administration													
Reg. Full-Time Employees											25,469	24,513	49,982
Temp. Salaries & Wages											1,852	1,884	3,736
Per Diem											180	225	405
Overtime											140	1,093	1,233
TOPS - Balances											(1,100)	1,674	574
TOPS - FICA											(84)	128	44
Social Security - Employer											1,963	1,992	3,955
IMRF - Employer Cost											2,429	2,376	4,805
Workers' Compensation Insurance											1,026	875	1,901
Unemployment Insurance											116	1,766	1,882
Employee Health/Life Insurance											4,292	4,249	8,541
Employee Development/Recognition											30		30
Employee Physicals/Lab											100	312	412
Stationary & Printing											212		212
Books, Periodicals & Manuals											69		69
Copier Supplies											518	536	1,054
Postage, UPS, Federal Express											391	667	1,058
Operational Supplies											1,081	585	1,666
Audit & Accounting Fees											4,179	4,179	8,358
Attorney Fees											3,281	1,862	5,143
Professional Services											41,722	40,781	82,503
Job Required Travel Expense											123	109	232
Insurance											23,167	23,167	46,334
Computer Services											10,271	6,116	16,386
Telephone Services											1,872	1,255	3,127
Legal Notices, Advertising											3,008	2,866	5,874
Photocopy Services											1,591	1,025	2,616
Public Relations											70	(55)	14
Dues & Licenses											1,725	1,725	3,450
Conferences & Training											99	1,029	1,128
Finance Charges, Bank Fees													
Cable/Satellite TV Expense											2,534	2,534	5,067
IPA Licensing Fee											46,385	46,591	92,975
Depreciation Expense											60,971	60,693	121,664
Miscellaneous Expense												11,412	11,412
Interest- Bonds Payable											10,222	10,222	20,444

**Champaign County Nursing Home
Historical Statement of Operations**

01/31/14

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Total Administration											249,903	258,385	508,288
Environmental Services													
Reg. Full-Time Employees											27,568	25,755	53,323
Reg. Part-Time Employees											766	709	1,476
Overtime											3,624	6,739	10,362
TOPS - Balances											1,584	1,274	2,858
TOPS- FICA											121	97	219
Social Security - Employer											2,392	2,486	4,877
IMRF - Employer Cost											3,218	3,228	6,446
Workers' Compensation Insurance											1,050	885	1,934
Unemployment Insurance											209	2,102	2,311
Employee Health/Life Insurance											7,450	7,450	14,900
Operational Supplies											4,662	5,616	10,278
Gas Service											11,372	18,339	29,711
Electric Service											15,517	11,077	26,594
Water Service											2,631	(766)	1,864
Pest Control Service											482	482	964
Waste Disposal & Recycling											5,036	2,738	7,773
Equipment Rentals											258	258	516
Sewer Service & Tax											1,300	2,751	4,051
Total Environmental Services											89,239	91,219	180,458
Laundry													
Reg. Full-Time Employees											9,465	9,158	18,624
Overtime											509	1,129	1,638
TOPS Balances											(494)	846	352
TOPS - FICA											(38)	65	27
Social Security - Employer											744	784	1,508
IMRF - Employer Cost											1,004	993	1,997
Workers' Compensation Insurance											336	324	660
Unemployment Insurance												668	668
Employee Health/Life Insurance											2,462	2,457	4,919
Laundry Supplies											1,029		1,029
Linen & Bedding											222	1,210	1,432
Total Laundry											15,239	17,613	32,852
Maintenance													
Reg. Full-Time Employees											5,557	5,585	11,142
Overtime											63	573	636
TOPS - Balances											(120)	44	(76)
TOPS - FICA											(9)	3	(6)

**Champaign County Nursing Home
Historical Statement of Operations**

01/31/14

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Social Security - Employer											420	437	857
IMRF - Employer Cost											564	568	1,133
Workers' Compensation Insurance											208	190	398
Unemployment Insurance											174	331	506
Employee Health/Life Insurance											622	1,865	2,488
Gasoline & Oil											1,365		1,365
Ground Supplies											258	26	285
Maintenance Supplies											2,144	2,508	4,652
Operational Supplies												45	45
Professional Services											(653)	1,003	350
Automobile Maintenance											1,227	764	1,991
Equipment Maintenance											673	1,765	2,438
Equipment Rentals											262	4	267
Nursing Home Building Repair/Mainte											6,318	1,718	8,036
Parking Lot/Sidewalk Maintenance											1,500	5,200	6,700
Total Maintenance											20,574	22,631	43,205

Nursing Services

Reg. Full-Time Employees											124,975	114,312	239,287
Reg. Part-Time Employees											5,299	4,239	9,538
Temp. Salaries & Wages											14,897	15,079	29,975
Overtime											59,507	75,128	134,635
TOPS - Balances											912	1,132	2,044
No Benefit Full-Time Employees											71,239	61,996	133,236
No Benefit Part-Time Employees											17,794	23,177	40,971
TOPS - FICA											70	87	156
Social Security - Employer											22,083	22,059	44,142
IMRF - Employer Cost											27,870	26,450	54,320
Workers' Compensation Insurance											8,716	7,335	16,051
Unemployment Insurance											2,046	19,086	21,132
Employee Health/Life Insurance											21,821	22,439	44,260
Stocked Drugs											2,460	985	3,445
Pharmacy Charges-Public Aid											1,082	2,278	3,360
Oxygen											3,808	1,576	5,384
Incontinence Supplies											11,735	7,767	19,502
Pharmacy Charges - Insurance											6,385	10,492	16,877
Equipment < \$2,500											2,471	328	2,798
Operational Supplies											9,278	17,837	27,114
Pharmacy Charges-Medicare											8,754	12,236	20,990
Medical/Dental/Mental Health											3,400	3,600	7,000
Professional Services											30,149	28,388	58,537
Laboratory Fees											3,770	2,795	6,564
Equipment Rentals											3,077	5,437	8,514

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**Champaign County Nursing Home
Historical Statement of Operations**

01/31/14

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Conferences & Training											120		120
Contract Nursing Services											45,410	33,095	78,505
Medicare Medical Services											2,022	4,038	6,060
Total Nursing Services											511,150	523,369	1,034,519
Activities													
Reg. Full-Time Employees											12,573	12,951	25,524
Overtime											6	40	46
TOPS - Balances											(799)	(921)	(1,720)
TOPS - FICA											(61)	(70)	(132)
Social Security - Employer											897	917	1,814
IMRF - Employer Cost											1,206	1,192	2,398
Workers' Compensation Insurance											477	426	903
Unemployment Insurance											146	803	950
Employee Health/Life Insurance											3,687	3,687	7,373
Operational Supplies											244	741	986
Professional Services											125	125	249
Total Activities											18,500	19,891	38,392
Social Services													
Reg. Full-Time Employees											10,896	10,736	21,633
Overtime											84	602	686
TOPS - Balances											575	(957)	(382)
TOPS - FICA											(33)	3	(29)
Social Security - Employer											823	848	1,672
IMRF - Employer Cost											1,107	1,102	2,209
Workers' Compensation Insurance											413	354	767
Unemployment Insurance												862	862
Employee Health/Life Insurance											2,442	2,442	4,884
Operational Supplies												125	125
Professional Services											125	125	249
Total Social Services											16,433	16,243	32,676
Physical Therapy													
Reg. Full-Time Employees											4,351	4,098	8,449
Overtime											8	610	618
TOPS - Balances											(42)	351	309
TOPS - FICA											(3)	27	24
Social Security - Employer											323	348	670
IMRF - Employer Cost											435	452	887
Workers' Compensation Ins.											165	187	332
Unemployment Insurance												308	308

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Champaign County Nursing Home
Historical Statement of Operations

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Employee Health/Life Insurance											1,243	1,243	2,486
Professional Services											36,324	37,772	74,096
Total Physical Therapy											42,804	45,374	88,178
Occupational Therapy													
Reg. Full-Time Employees											2,165	2,263	4,428
TOPS - Balances											(324)	(10)	(334)
TOPS - FICA											(25)	(1)	(26)
Social Security - Employer											164	172	336
IMRF - Employer Cost											222	223	445
Workers' Compensation Ins.											82	46	128
Unemployment Insurance												151	151
Employee Health/Life Insurance											622	622	1,243
Professional Services											30,235	34,101	64,335
Total Occupational Therapy											33,140	37,567	70,707
Speech Therapy													
Professional Services											9,543	10,714	20,257
Total Speech Therapy											9,543	10,714	20,257
Respiratory Therapy													
Professional Services											9,226	9,199	18,425
Total Respiratory Therapy											9,226	9,199	18,425
Total This Department											18,769	19,913	38,682
Food Services													
Reg. Full-Time Employees											24,375	28,723	53,098
Reg. Part-Time Employees												63	63
Overtime											4,675	5,538	10,213
TOPS - Balances											846	210	856
TOPS - FICA											49	16	65
Social Security - Employer											2,199	2,598	4,797
IMRF - Employer Cost											2,955	3,375	6,330
Workers' Compensation Insurance											885	1,021	1,907
Unemployment Insurance											716	1,911	2,627
Employee Health/Life Insurance											5,594	6,189	11,783
Food											49,016	43,855	92,871
Nutritional Supplements											2,538	4,239	6,777
Equipment < \$2,500													
Operational Supplies											5,484	6,881	12,365
Professional Services											22,810	13,939	36,749
Equipment Rentals											715	405	1,120

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**Champaign County Nursing Home
Historical Statement of Operations**

01/31/14

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Description	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Kitchen/ Laundry													
Total Food Services											122,660	118,964	241,623
Barber & Beauty													
Reg. Full-Time Employees											6,611	2,328	8,939
TOPS - Balances											(2,389)	2,225	(164)
TOPS - FICA											(11)	(1)	(13)
Social Security - Employer											297	320	616
IMRF - Employer Cost											400	415	815
Workers' Compensation Insurance											166	152	318
Unemployment Insurance												301	301
Employee Health/Life Insurance											1,243	1,243	2,486
Operational Supplies												229	229
Total Barber & Beauty											6,316	7,212	13,528
Adult Day Care													
Reg. Full-Time Employees											12,815	12,798	25,613
Overtime											183	59	242
TOPS - Balances											(985)	(600)	(1,585)
TOPS - FICA											(75)	(46)	(121)
Social Security - Employer											961	982	1,943
IMRF - Employer Cost											1,292	1,239	2,531
Workers' Compensation Insurance											475	427	902
Unemployment Insurance											265	771	1,036
Employee Health/Life Insurance											3,081	3,081	6,162
Gasoline & Oil											314	961	1,275
Operational Supplies											456	(110)	346
Total Adult Day Care											18,583	19,543	38,126
Alzheimers and Related Disord													
Reg. Full-Time Employees											20,160	21,601	41,761
Overtime											12,787	14,489	27,276
TOPS - Balances											72	2,050	2,122
No Benefit Full-Time Employees											27,237	23,091	50,328
No Benefit Part-Time Employees											13,494	14,731	28,225
TOPS - FICA											5	157	162
Social Security - Employer											5,581	5,583	11,164
IMRF - Employer Cost											7,507	7,251	14,758
Workers' Compensation Insurance											2,225	2,047	4,272
Unemployment Insurance											892	4,733	5,625
Employee Health/Life Insurance											4,306	4,306	8,612
Operational Supplies											39		39

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Champaign County Nursing Home												8	
Historical Statement of Operations													
01/31/14	02/13	03/13	04/13	05/13	06/13	07/13	08/13	09/13	10/13	11/13	12/13	01/14	Total
Description													
Professional Services											87	87	175
ARD - Contract Nursing											7,247	5,680	12,927
Total Alzheimers and Related Disorde											101,641	105,787	207,428
Total Expenses											1,264,950	1,303,712	2,568,662
Net Operating Income											11,374	(44,517)	(33,143)
NonOperating Income													
Local Taxes													
Current-Nursing Home Operating											91,951	91,949	183,900
Total Local Taxes											91,951	91,949	183,900
Miscellaneous NI Revenue													
Investment Interest											25	36	61
Restricted Donations											481	75	556
Total Miscellaneous NI Revenue											506	111	617
Total NonOperating Income											92,457	92,060	184,517
Net Income (Loss)											103,830	47,544	151,374

01/31/14

Champaign County Nursing Home
Balance Sheet

1

ASSETS

Current Assets

Cash

Cash	\$612,963.73
Petty Cash	\$300.00
Total Cash	\$613,263.73

Rec., Net of Uncollectible Amounts

Accts Rec-Nursing Home Private Pay	\$1,093,479.85
Accts Rec-Nursing Home Med Adv/ HMO/ Ins	\$774,688.89
Total Rec., Net of Uncollectible Amounts	\$1,868,168.74

Rec., Net of Uncollectible Amounts

Accts Rec-Nursing Home Hospice	\$172,645.74
Allowance for Uncollectible Accts-Private Pay	(\$42,520.00)
Allowance for Uncollectible Accts-Patient Care P	(\$5,093.00)
Allowance for Uncollectible Accts-Patient Care H	(\$3,258.00)
Total Rec., Net of Uncollectible Amounts	\$121,774.74

Accrued Interest

Property Tax Revenue Receivable	\$183,898.34
Total Accrued Interest	\$183,898.34

Intergvt. Rec., Net Of Uncollectibl

Due from Other Governmental Units	\$540,644.42
Due from IL Public Aid	\$697,753.28
Due from IL Department of Aging-Title XX	\$64,459.23
Due from US Treasury-Medicare	\$427,343.68
Due From VA-Adult Daycare	\$11,644.91
Due From VA-Nursing Home Care	\$130,229.01
Allowance for Uncollectible Accts-IPA	(\$63,244.00)
Allow For Uncollectible Accts-IL Dept Of Aging	(\$1,630.00)
Allowance for Uncollectible Accts-Medicare	(\$26,119.00)
Allowance For Uncollectible Accts-VA Adult Day C	(\$362.00)
Allowance for Uncollectible Accts-VA Veterans Nu	(\$1,734.00)
Total Intergvt. Rec., Net Of Uncollectibl	\$1,778,985.53

Prepaid Expenses

Prepaid Expenses	\$25,718.03
Stores Inventory	\$11,276.20
Total Prepaid Expenses	\$36,994.23

Long-Term Investments

Patient Trust Cash, Invested	\$12,311.98
Total Long-Term Investments	\$12,311.98
Total Current Assets	\$4,615,397.29

Champaign County Nursing Home
Balance Sheet

01/31/14

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Fixed Assets

Nursing Home Buildings	\$23,254,596.10
Improvements not Buildings	\$483,490.99
Equipment, Furniture & Autos	\$1,355,221.38
Construction in Progress	\$15,238.06
Accumulated Depreciation-Land Improvements	(\$259,369.95)
Accumulated Depreciation-Equipment, Furniture, &	(\$898,621.16)
Accumulated Depreciation-Buildings	(\$4,057,537.71)
Total Fixed Assets	<u>\$19,893,017.71</u>
Total ASSETS	<u><u>\$24,508,415.00</u></u>

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Champaign County Nursing Home
Balance Sheet

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LIABILITIES & EQUITY

Current Liabilities

A/R Refunds	\$0.00
Accounts Payable	\$1,324,056.07
Salaries & Wages Payable	\$222,078.41
Interest Payable - Bonds	\$85,489.17
Tax Anticipation Notes Payable	\$937,875.48
Total Current Liabilities	\$2,569,499.13

Non-Current Liabilities

Nursing Home Patient Trust Fund	\$12,311.98
Bonds Payable	\$2,885,000.00
Accrued Compensated Absences	\$319,195.91
Total Non-Current Liabilities	\$3,216,507.89
Total Current Liabilities	\$5,786,007.02

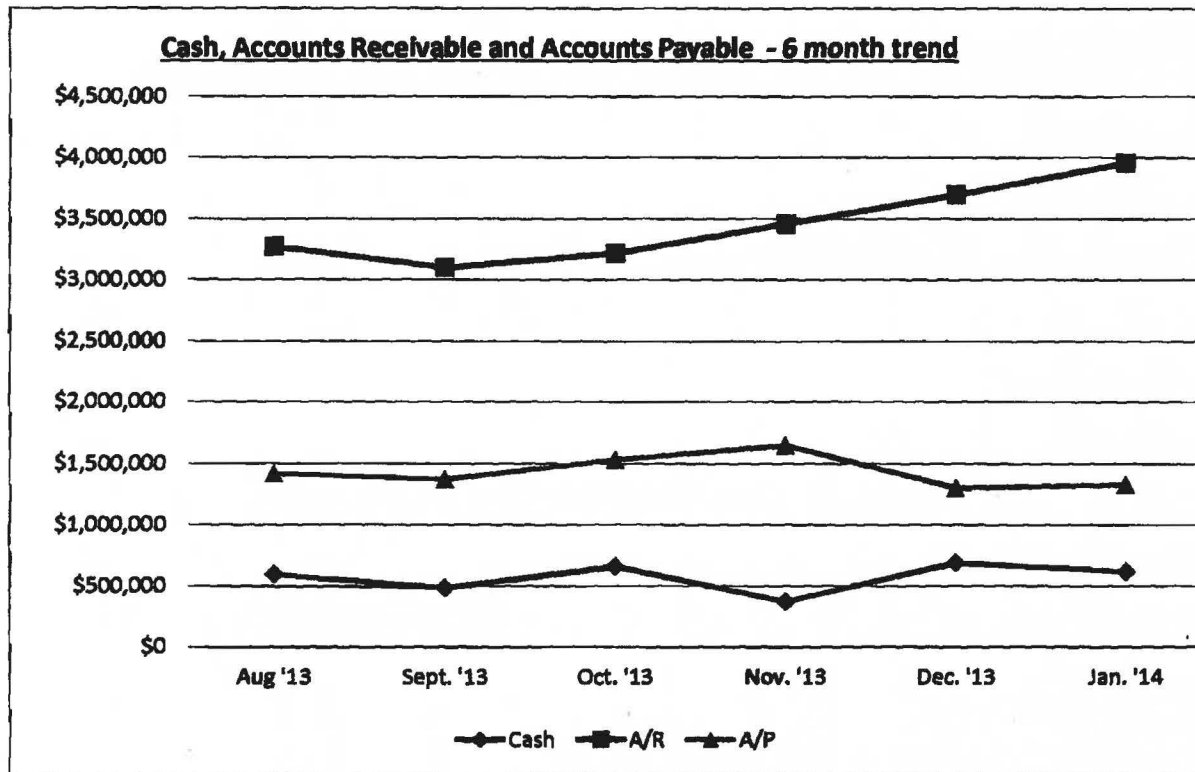
Equity

Revenues	\$0.00
Retained Earnings-Unreserved	\$18,571,033.89
Year To Date Earnings	\$0.00
Contributed Capital	\$0.00
Year To Date Earnings	\$151,374.09
Total Equity	\$18,722,407.98
Total LIABILITIES & EQUITY	\$24,508,415.00

**Champaign County Nursing Home
August 31, 2013 through January 31, 2014**

Key Balance Sheet Items Charted Below:

	<u>Aug '13</u>	<u>Sept. '13</u>	<u>Oct. '13</u>	<u>Nov. '13</u>	<u>Dec. '13</u>	<u>Jan. '14</u>
Cash	589,939	478,616	655,770	366,793	683,977	613,264
A/R	3,266,671	3,094,125	3,213,462	3,454,303	3,692,899	3,952,828
A/P	1,417,348	1,368,076	1,529,810	1,646,170	1,299,227	1,324,056



Statement of Cash Flows (Indirect Method)
2 Months
November 30, 2013 through January 31, 2014

CASH FLOW FROM OPERATING ACTIVITIES:

Net Income (Loss) - YTD	\$ 151,374
Depreciation Expense	112,722
(Incr.)/Decr. in Accounts Receivable	(498,525)
(Incr.)/Decr. in Prepaid Expenses	(25,941)
(Incr.)/Decr. in Inventory	-
(Incr.)/Decr. in Patient Trust	(3,348)
Incr./(Decr.) in Accounts Payable	(322,114)
Incr./(Decr.) in Salaries and Wages Payable	64,697
Incr./(Decr.) in Interest Payable	20,444
Incr./(Decr.) in Accrued Com. Absences	5,225
Incr./(Decr.) in Other Liabilities	<u>3,348</u>
Net Cash Provided by Operating Activities	(492,118)

CASH FLOW FROM INVESTING ACTIVITIES:

Purchase of Equipment	-
Improvements / (CIP)	-
Net Cash Provided by Investing Activities	-

CASH FLOW FROM FINANCING ACTIVITIES:

Increase in Tax Anticipation Note	937,885
(Decrease) Due to General Corp. Fund	-
(Decrease) in Bonds Payable	(180,000)
Increase in Equity Adjustment	<u>(19,296)</u>
Net Cash Provided by Financing Activities	738,589

Total Cash Flow	246,471
Beginning Cash Flow - 11/30/2013	<u>366,793</u>
ENDING CASH - 1/31/2014	<u>\$ 613,264</u>

Champaign County Nursing Home
Monthly Statements of Cash Flow (Indirect Method)
August 31, 2013 through January 31, 2014

	<u>Aug '13</u>	<u>Sept. '13</u>	<u>Oct. '13</u>	<u>Nov. '13</u>	<u>Dec. '13</u>	<u>Jan. '14</u>
<u>CASH FLOW FROM OPERATING ACTIVITIES:</u>						
Net Income (Loss) - Monthly	\$ (21,068)	\$ (66,740)	\$ (9,491)	\$ (53,412)	\$ 103,830	\$ 47,544
Depreciation Expense	60,973	60,973	60,973	60,973	60,971	60,693
(Incr.)/Decr. in Accounts Receivable	(235,656)	172,546	(119,336)	(240,843)	(238,594)	(259,929)
(Incr.)/Decr. in Prepaid Expenses	16,283	12,304	16,283	16,284	(42,224)	16,283
(Incr.)/Decr. in Inventory	-	-	-	-	-	-
(Incr.)/Decr. in Patient Trust	(1,223)	(913)	(168)	939	(246)	(3,102)
Incr./(Decr.) in Accounts Payable	2,378	(49,272)	161,734	116,360	(346,943)	24,829
Incr./(Decr.) in Salaries and Wages Payable	44,133	32,168	61,318	(170,674)	14,690	50,007
Incr./(Decr.) in Interest Payable	10,840	10,841	10,841	10,841	10,222	10,222
Incr./(Decr.) in Accrued Com. Absences	480	(2,568)	(2,871)	(15,755)	(319)	5,544
Incr./(Decr.) in Other Liabilities	1,223	913	168	(939)	246	3,102
Net Cash Provided (Used) by Operating Activities	<u>(121,637)</u>	<u>170,252</u>	<u>179,451</u>	<u>(276,226)</u>	<u>(438,367)</u>	<u>(44,807)</u>
<u>CASH FLOW FROM INVESTING ACTIVITIES:</u>						
Purchase of Equipment	(5,787)	(5,537)	(2,297)	(3,990)	-	-
Improvements / (CIP)	(1,039)	-	-	(8,761)	-	-
Net Cash Provided (Used) by Investing Activities	<u>(6,826)</u>	<u>(5,537)</u>	<u>(2,297)</u>	<u>(12,751)</u>	<u>-</u>	<u>-</u>
<u>CASH FLOW FROM FINANCING ACTIVITIES:</u>						
Incr./(Decr.) in Tax Anticipation Note	(66,022)	(276,038)	-	-	937,885	-
Incr./(Decr.) in Due to General Corp. Fund	-	-	-	-	-	-
Incr./(Decr.) in Bonds Payable	-	-	-	-	(180,000)	-
Incr./(Decr.) in Equity Adjustment	-	-	-	-	(2,334)	(25,906)
Net Cash Provided (Used) by Financing Activities	<u>(66,022)</u>	<u>(276,038)</u>	<u>-</u>	<u>-</u>	<u>755,551</u>	<u>(25,906)</u>
Total Cash Flow	(194,485)	(111,323)	177,154	(288,977)	317,184	(70,713)
Beginning Cash Balance (Prior Month's)	784,424	589,939	478,616	655,770	366,793	683,977
MONTH ENDING CASH BALANCE	<u>\$ 589,939</u>	<u>\$ 478,616</u>	<u>\$ 655,770</u>	<u>\$ 366,793</u>	<u>\$ 683,977</u>	<u>\$ 613,264</u>

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 14-00002

FUND 080 GENERAL CORPORATE

DEPARTMENT 141 STS ATTY SUPPORT ENFORCE

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-141-522.02 OFFICE SUPPLIES	2,000.	080-141-511.03 REG. FULL-TIME EMPLOYEES

EXPLANATION: TRANSFER OF FUNDS TO TAKE ADVANTAGE OF LOWER-THAN-EXPECTED
SALARY EXPENSES

DATE SUBMITTED: 3/5/14

[Signature]
 AUTHORIZED SIGNATURE

APPROVED BY PARENT COMMITTEE:

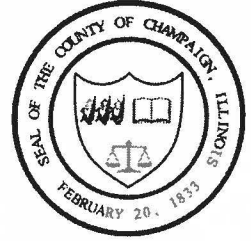
DATE: _____ * PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE:

DATE: _____

CHAMPAIGN COUNTY INFORMATION TECHNOLOGY SERVICES

1776 East Washington Street, Urbana, Illinois 61802-4581



Andy Rhodes, Information Technology Director

MEMORANDUM

TO: Christopher Alix, Deputy Chair – Finance Committee of the Whole
FROM: Andy Rhodes, IT Director
RE: Budget Amendment to pay for new UPS in Courthouse computer room
DATE: March 6, 2014

We recently had the Uninterruptible Power Supply (UPS) in the computer room at the courthouse inspected because an alarm on it was going off. During the inspection it was found that the unit will no longer carry a load, and due to the age of the unit, cannot be repaired.

The UPS provides power conditioning and interim power between the time metered power goes off and the generator kicks on to the County's AS400 as well as numerous network switches and servers located in the Courthouse computer room. Without the UPS computer equipment located in the Courthouse computer room would shut down abruptly during a power outage, risking great harm to equipment and data.

The existing UPS was purchased in December, 1998, for \$7,198.00. While batteries for the unit are available other repair parts for the unit are not. The company that inspected the unit, Quality Power Solutions, recommends replacing the unit.

I have obtained three quotes for a replacement unit, which is equivalent in size to the existing unit but can be expanded if necessary. The low quote is for \$9,850.00, including installation, from Quality Power Solutions.

REQUESTED ACTION:

The Finance Committee of the Whole recommends approval of Budget Amendment # 14-00010 to allow for the purchase of an Uninterruptible Power Supply (UPS) for the Courthouse computer room.

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

attachment



Quality Power Solutions

Empowering your success. Always.

March 4, 2014

Champaign County Courthouse
101 E Main St
Urbana, IL 61801
Attn: Andy Rhodes

Dear Andy,

We appreciate your interest in Quality Power Solutions products and services. The following proposal is based on our discussions and understanding of your requirements. Quality Power Solutions will provide the following services:

Scope of Services

Quality Power Solutions will supply (1) **Powerware 9155 12kVA UPS** configured as follows:

- *Single Phase 208 Volt Input / Output Hardwired In/Out*
- *2-high, 32 batteries*
- *32.2 x 12 x 33.7 (HWD, inches), 352 lbs*
- *6.5 minutes runtime at full load; 18.4 minutes at half load*
- *Intelligent multilingual control panel*
- *Advanced Battery Management System*
- *5x8 Startup, optional*
- *90 day Warranty, QPS startup extended warranty to One Year*
- *Removal & disposal of existing Ferrups unit*



The Powerware 9155 is a true breakthrough for single phase UPS systems. The 9155 features double conversion IGBT technology and is engineered with Powerware's HotSync capability for parallel solutions up to 30kva with N+1 redundancy. Additionally as a double-conversion UPS,

Double-Conversion Online-Trouble-free output solution for critical 24/7 applications. The 9155 protects against all nine of the most common power anomalies.

Input power factor control (PFC)- Active 0.99 input power factor control leading to low current distortion in the input. Network friendly and reduces harmonics up to 5% THD Level.

ABM[®] (advanced battery management) technology-Increases battery life through innovative three-stage charging technique. Reduced battery corrosion resulting in up to 50% longer battery life.

Self-Diagnostics-No unexpected failures. Digital signal processing technology constantly monitors internal UPS operations.

High output power factor rating-0.9 output power factor is suitable for today's PFC computer and server loads.

Upgrades – the 9155 can grow from the 8kVA to a 15kVA

Completion Criteria

Quality Power Solutions will have fulfilled its obligation under this proposal when either of the following first occurs:

- Quality Power Solutions completes the tasks listed under Scope of Services and furnishes all deliverable materials to customer.
- Customer and Quality Power Solutions mutually agree to terminate the project.

Deliverable Materials

Quality Power Solutions will provide customer with all hardware support documentation, including installation, specification and operation manuals.

Quality Power Solutions Terms and Conditions

Acceptance - All Proposals

This proposal and any other order resulting directly or indirectly herefrom is expressly conditioned upon acceptance of all terms and conditions stated herein, notwithstanding the fact that the buyer's order, or the contract presented by the Buyer, may contain additional or inconsistent terms and conditions. In the event of any conflict, the terms and conditions contained herein shall prevail.

Equipment/Product

Modification, Termination, Cancellation, Hold, or Amendment: Any proposed modification, termination, cancellation, hold or amendment of any order shall be transmitted to the Seller in writing. Buyer shall pay the reasonable cost of work performed up until such time as notice of termination or cancellation is received. Including, but not limited to labor, shipping, restocking fees, material cost, etc. In the event of a modification, amendment, or hold which necessitates the providing of additional goods or services by the Seller, and/or which affects the previously estimated delivery date, the Buyer will be advised of the additional costs of the same and/or any changes to the estimated delivery date, which may result there from. If shipment of any goods or services is delayed at the request of the Buyer, all goods held by the Seller, shall be at the risk and expense of the Buyer.

Payment Terms and Conditions: Invoicing will occur upon product shipment.
Payment Terms are 15 days from date of invoice unless otherwise stated.
A 1.5% (18.0% APR) late charge will be assessed on payments not received within the payment terms.

Equipment Services and Engineered Services

Modification, Termination, Cancellation, Hold, or Amendment: Any proposed modification, termination, cancellation, hold or amendment of any order shall be transmitted to the Seller in writing 30 days prior. Buyer shall pay the reasonable cost up until such time as notice of termination or cancellation is received. Upon receiving written notice, Quality Power Solutions, will refund the prorated amount based on the number of months remaining in the current term of this agreement. If cancellation precedes the contract start date, the Buyer will pay no less than one (1) month of the contract cost. If Preventative Maintenance Inspections (PMI's) have been performed, the customer shall not be entitled to any refund of the annual sum paid.

Payment Terms and Conditions: Invoicing will occur upon completion of the scope of work.
Payment Terms are 15 days from date of invoice unless otherwise stated.

A 1.5% (18.0% APR) late charge will be assessed on payments not received within the payment terms.

Maintenance Agreements

Payment Terms and Conditions: Invoicing will occur upon acceptance of the proposal.
Payment must be received prior to or on the start date of the maintenance agreement invoice unless otherwise stated.

A 1.5% (18.0% APR) late charge will be assessed on payments not received within the payment terms.

PM /Service

Payment Terms and Conditions: Invoicing will occur upon completion of the scope of work.
Payment Terms are 15 days from date of invoice unless otherwise stated.
A 1.5% (18.0% APR) late charge will be assessed on payments not received within the payment terms.

REQUEST FOR BUDGET AMENDMENT

BA NO. 14-00010

FUND 080 GENERAL CORPORATE

DEPARTMENT 028 INFORMATION TECHNOLOGY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-028-544.33 FURNISHINGS, OFFICE EQUIP	0	0	9,850	9,850
TOTALS	0	0	9,850	9,850

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 INCREASE BUDGET TO ALLOW PAYMENT FOR UPS SYSTEM AT COURTHOUSE.

DATE SUBMITTED:

3/6/2014

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Andy Rhoads

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:



**Illinois State Board of Elections
Voter Registration State Grant 2014
Acceptance Agreement**



You are receiving a grant from the Illinois State Board of Elections. Generally stated; the purpose of this grant is to assist in the maintenance and other costs associated with your voter registration system in order for it to communicate with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002. Your election jurisdiction received previous information regarding the amount your jurisdiction is entitled to, which will be distributed in a lump sum payment after the Illinois State Board of Elections has received copies of all current documented expenditures. It is important to note that only documented expenditures and/or obligations to expend are eligible for reimbursement. Your election jurisdiction, Champaign County, is eligible to receive an amount of \$20,000.00 (*twenty thousand dollars and 00/100*), which will be distributed in a lump sum payment. If your expenses exceed this amount and funding is available, you may be able to take advantage of a second reimbursement which may be sent in a second payment.

The State Board of Elections and you, the Election Authority, have responsibilities both as to spending the monies for the intended purposes and tracking expenditures not previously covered or reimbursed by the HAVA funded VR Grant or other grant monies. By accepting this money, you agree to send copies of all future documented expenditures and/or obligations to expend for audit purposes in accordance with generally accepted auditing standards.

Purchases made from this fund shall become the responsibility and property of the Election Authority, not the State Board of Elections. All property control and custody responsibilities will be assumed by the Election Authority. Likewise, the Election Authority agrees that all future costs related to maintenance, repairs, and upgrades to equipment or property purchased with these grant funds shall be the sole responsibility of the Election Authority, not the State Board of Elections. While future maintenance funds have been requested by the State Board of Elections for this purpose, there are no guarantees as to the availability of said funding.

As a condition of receipt of this grant, the Election Authority agrees to comply with the provisions of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/) and the equal employment practices of the Illinois Human Rights Act (775 ILCS 5/2-105).

THIS GRANT IS SUBJECT TO THE ILLINOIS GRANT FUNDS RECOVERY ACT (30 ILCS 705/1, et seq.). THEREFORE, ANY UNSPENT PORTION OF THE GRANT THAT REMAINS AFTER 30 DAYS MUST BE RETURNED WITH INTEREST TO THE STATE BOARD OF ELECTIONS IMMEDIATELY. ANY MISSPENT OR IMPROPERLY HELD GRANT FUNDS ARE SUBJECT TO RECOVERY BY THE STATE BOARD OF ELECTIONS.

Election authorities that fail to pay their vendors for qualifying expenses within the 30-day time period as specified by the terms of this Agreement and underlying federal rule shall become liable to the State Board of Elections for interest penalties for failing to meet the 30-day interval (unless the applicable grant amount, or any unused portion thereof, is returned to the State before the 30-day period has elapsed). An election authority failing to meet this 30-day requirement will be liable for interest at the rate applicable to the State's payments to its vendors under the terms of the State Prompt Payment Act (30ILCS 540). The interest calculation for this mandatory reimbursement is based on the historical interest rates earned by the State HAVA fund and paid by the State Treasurer during the specific time periods the money was improperly held by the local jurisdiction. The election authority assessed this interest penalty must remit the penalty amount to the State Board of Elections within 30 days of receipt of notice from SBE. Such interest payment shall be identified separately from any grant returns or other refunds.

By signing this document, you certify that you agree to use the grant funds provided for the purposes articulated above and certify that you understand and agree to the record keeping and documentation requirements set forth above. **Further, you certify that you will return to the SBE any of the unspent funds remaining within thirty days after receipt of such funds as noted above.** For purposes of this paragraph, the unspent funds shall be considered timely returned if it is actually received in either of the SBE offices (Chicago or Springfield) within 30

Voter Registration State Grant 2014
Acceptance Agreement

days of receipt or, if received beyond such 30-day period, the envelope containing the unspent funds is postmarked within such 30-day period. If the postmark on the envelope containing the unspent funds is missing or illegible, the return of the unspent funds will be considered timely if such envelope is received by the SBE no later than 5 business days following the end of such 30-day period.

Any violations of this agreement may be reported to appropriate legal authorities for review and appropriate action.

**Chairman of County Board or Board of Election
Commissioners Authorized Agent**

Election Authority Authorized Agent

Signature _____

Signature _____

Printed Name _____

Printed Name _____

Date _____

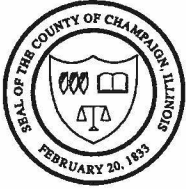
Date _____

Illinois State Board of Elections

Signature _____

Printed Name Rupert T. Borgsmiller, Executive Director

Date _____



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

CHAMPAIGN COUNTY CORONER'S OFFICE

INVITATION TO BID FOR EQUIPMENT: PORTABLE DIGITAL X-RAY IMAGING SYSTEM

ITB 2014-003

BID PROCESS, EVALUATION, AND RECOMMENDATION

Invitation to Bid

Approval was received from the Finance Committee on February 11, 2014, to release the invitation to bid (ITB). ITB 2014-003 was posted on the Champaign County website on February 12, 2014, and the ITB was sent to six (6) vendors who had been identified as potential bidders by the Coroner (three potential bidders) and by an extensive internet search (three potential bidders). Advertising was arranged in the News-Gazette for February 14, 16, and 23, 2014. Proposals were due by 3:00 p.m. February 28, 2014.

Proposal Opening

At 3:30 p.m. on February 28, 2014, the Deputy County Administrator of Finance, the Coroner, and the Executive Assistant to the County Administrator gathered in the Lyle Shields Meeting Room at the Brookens Administrative Center to open, read, and record the three (3) bid proposals that had been received. The bids were opened, read, and recorded in the order of receipt. The bids were as follows for the ScanX Scout package, Option 1, and Option 2:

Bidder's Name: Scanna MSC Inc. (Scanna)

Total: \$35,525.00

Option 1: \$450.00

Option 2: \$800.00

Bidder's Name: Operational Resources International (ORI)

Total: \$37,331.00

Option 1: \$595.00

Option 2: \$1,345.00

Bidder's Name: Products Unlimited Inc.

Total: \$42,263.00

Option 1: \$911.20

Option 2: \$965.00

The completed Proposal Opening document and three bids are attached.

A detailed comparison spreadsheet was prepared and the bids were checked to ensure no substitutions were made from the bid specification. As seen above, the low bidder for the ScanX Scout package and both options was Scanna MSC Inc. (Scanna). Scanna's bids were \$1,806.00, \$145.00, and \$165.00 lower than the next higher bid for the ScanX Scout package, Option 1, and Option 2, respectively.

Based on the review of the bids received, the Coroner has determined it best to purchase the ScanX Scout package and Option 2. Option 2, the hard system case, is being chosen as it provides better protection for the ScanX Scout during those times when it must be used in the field and it will accommodate all the necessary equipment for the field use of the ScanX Scout with the exception of the FleX-ray Kit that comes with its own carry bag.

Recommendation

Based on the review of ITB 2014-003 it is recommended that the County Board award the bid to Scanna for the ScanX Scout package (\$35,525.00) and Option 2, the hard system case (\$800.00), for a total of \$36,325.00. This will be paid from the Coroner's Capital Asset Replacement account which has \$38,850.00 budgeted for this expenditure in fiscal year 2014.



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: Christopher Alix, Chair of the Finance Committee and MEMBERS OF THE COUNTY BOARD

FROM: Deb Busey, County Administrator

DATE: January 23, 2014

RE: ELECTED OFFICIAL SALARIES

ISSUE

The issue before you is the designation of the salaries to be paid to Champaign County elected officials to be elected in November 2014. By statute, you are required to designate and approve these salaries in May – at least 180 days before the terms of office for these officials begin.

HISTORY and ANALYSIS

Comparison with Other Counties

In matters of salary administration, Champaign County utilizes comparisons with the four similarly-sized Illinois Counties – Sangamon, Peoria, McLean and Rock Island.

Following is a comparison of the 2014 salaries of elected officials in the five counties:

	Champaign County	Peoria County	McLean County	Sangamon County	Rock Island County
Position Title	FY2014	FY2014	FY2014	FY2014	FY2014
County Clerk	\$86,639	\$94,210	\$90,818	\$98,000	\$84,000
Treasurer	\$86,639	\$94,210	\$90,818	\$98,000	\$84,500
Sheriff	\$108,338	\$118,343	\$98,241	\$114,500	\$92,500
Board Chair	\$29,274	\$20,500	\$14,022	\$27,273	\$87,600
Circuit Clerk	\$90,070	\$90,551	\$94,905	\$96,892	\$90,000
Auditor	\$86,328	\$90,551	\$90,386	\$92,800	\$90,000
Coroner	\$86,328	\$90,551	\$90,386	\$92,800	\$90,000
Recorder	\$86,328	\$90,551	\$90,386	\$92,800	\$90,000

Position Title	Champaign County as % of Comp Counties Average	Champaign Compared to Peoria County	Champaign Compared to McLean County	Champaign Compared to Sangamon County	Champaign Compared to Rock Island County
County Clerk	94.42%	91.96%	95.40%	88.41%	103.14%
Treasurer	94.29%	91.96%	95.40%	88.41%	102.53%
Sheriff	102.31%	91.55%	110.28%	94.62%	117.12%
Board Chair*	78.38%	142.80%	208.77%	107.34%	33.42%
Circuit Clerk	96.76%	99.47%	94.91%	88.41%	100.08%
Auditor	94.93%	95.34%	95.51%	93.03%	95.92%
Coroner	94.93%	95.34%	95.51%	93.03%	95.92%
Recorder	94.93%	95.34%	95.51%	93.03%	95.92%

As demonstrated above, with the exception of the Sheriff and County Board Chair, the County's salaries are lower than the average of the four comparable counties, and in most instances lower than each comparable county on an individual basis as well. Based on the 2010 census, Champaign County is the largest of these five counties.

**The Rock Island County Board has a full-time Chair in lieu of using a County Administrator form of management. This skews the salary comparison for this position.*

Champaign County History

Beginning in 2004, Champaign County classified the six elected positions, excluding the Sheriff and Board Chair, into two groups or classifications. The first group included the County Clerk, Treasurer and Circuit Clerk, and the second group included the Auditor, Coroner and Recorder. The positions in the first group are considered to be larger positions in terms of classification, based upon the responsibilities assigned to the office. As such, the classification plan placed the compensation of the positions in the second group at 96% of the compensation for the positions in the first group. Because of the offset in years in which the salaries are set for the two groups of elected officials, the intended internal equity was achieved in FY2009 and FY2010, as documented below.

Champaign County	FY2009 - 12/1/2008	FY2010 - 12/1/2009
County Clerk	\$80,458.56	\$83,274.62
Treasurer	\$80,458.56	\$83,274.62
Sheriff	\$100,610.12	\$104,131.56
Board Chair	\$29,274.00	\$29,274.00
Circuit Clerk	\$80,459.00	\$83,275.00
Auditor	\$76,745.00	\$79,815.00
Coroner	\$76,745.00	\$79,815.00
Recorder	\$76,745.00	\$79,815.00

However, this system of internal equity has been compromised since FY2011, when the County Clerk, Treasurer and Sheriff – who were elected in 2010 – had salaries set at increases of 0% in FY2011; 0% in FY2012; and 2% in FY2013; and 2% in FY2014; while at the same time the Circuit Clerk, Auditor, Recorder and Coroner who were elected in 2008 received increases of 4% for FY2011 and 4% for FY2012. As demonstrated below, this has caused the smaller classified positions of Auditor, Coroner and Recorder to surpass the County Clerk and Treasurer, and the Circuit Clerk which was equal to the County Clerk and Treasurer has also surpassed both of those.

	12/1/2010	% Inc	12/1/2011	% Inc	12/1/2012	% Inc	12/1/2013	% Inc
County Clerk	\$83,275	0.00%	\$83,275	0.00%	\$84,940	2.00%	\$86,639	2.00%
Treasurer	\$83,275	0.00%	\$83,275	0.00%	\$84,940	2.00%	\$86,639	2.00%
Sheriff	\$104,132	0.00%	\$104,132	0.00%	\$106,214	2.00%	\$108,338	2.00%
Board Chair	\$29,274	0.00%	\$29,274	0.00%	\$29,274	0.00%	\$29,274	0.00%
Circuit Clerk	\$86,606	4.00%	\$90,070	4.00%	\$90,070	0.00%	\$90,070	0.00%
Auditor	\$83,007	4.00%	\$86,328	4.00%	\$86,328	0.00%	\$86,328	0.00%
Coroner	\$83,007	4.00%	\$86,328	4.00%	\$86,328	0.00%	\$86,328	0.00%
Recorder	\$83,007	4.00%	\$86,328	4.00%	\$86,328	0.00%	\$86,328	0.00%

The County Board began to address restoring the intended equity among these positions in 2012, when the four officials elected in 2012 had their salaries frozen for the four-year term from 12/1/2012 through 11/30/2016.

Analysis

With the freezing of the 2012 elected official salaries for the current 4-year term, the original internal equity among the elected positions can be restored if the 2014 elected official salaries are increased by 2% in the first two years of their next term – 12/1/2014 and 12/1/2015 – as demonstrated below:

	12/1/2014	% Inc	12/1/2015	% Inc
County Clerk	\$88,372	2.00%	\$90,139	2.00%
Treasurer	\$88,372	2.00%	\$90,139	2.00%
Sheriff	\$110,505	2.00%	\$112,715	2.00%
Board Chair	\$29,859	2.00%	\$30,457	2.00%
Circuit Clerk	\$90,070	0.00%	\$90,070	0.00%
Auditor	\$86,328	0.00%	\$86,328	0.00%
Coroner	\$86,328	0.00%	\$86,328	0.00%
Recorder	\$86,328	0.00%	\$86,328	0.00%

This action again restores (in FY2016) the placement of the Auditor, Coroner & Recorder salaries at 96% of the salaries for County Clerk, Treasurer and Circuit Clerk.

At that point, I would recommend the County Board consider 2% annual increases as a standard for elected official salaries. From a perspective of internal equity, it is at the

level that we anticipate salaries for all employees will increase on an annual basis for the foreseeable future. From a perspective of external equity, although the largest county in the comparable counties study, with a 2% annual increase we are likely to remain at or behind the salaries of the elected officials in those other counties.

RECOMMENDED ACTION:

Based upon the foregoing, I recommend the following structure for the adoption of elected official salaries for the officials elected in 2014:

	FY2015	FY2016	FY2017	FY2018
County Clerk	2%	2%	2%	2%
Treasurer	2%	2%	2%	2%
Sheriff	2%	2%	2%	2%
County Board Chair	2%	2%		

The resulting salaries, based on this recommendation, are:

	FY2015	FY2016	FY2017	FY2018
	12/1/2014	12/1/2015	12/1/2016	12/1/2017
County Clerk	\$88,372	\$90,139	\$91,942	\$93,781
Treasurer	\$88,372	\$90,139	\$91,942	\$93,781
Sheriff	\$110,505	\$112,715	\$114,970	\$117,269
Board Chair	\$29,859	\$30,457		

SUMMARY

As previously stated, it will be necessary for the County Board to adopt a decision regarding this issue no later than the May 22, 2014 County Board Meeting.

The history of the Champaign County Elected Official Salaries dating back to 1986 is enclosed with this Memorandum for your information.

Thank you for your consideration of this issue. Please feel free to contact me with regard to any questions or concerns you may have, or if there is additional supporting documentation you would like to receive.

xc: Champaign County Elected Officials

Champaign County Elected Official Salary History

	12/1/1986	% Inc	12/1/1987	% Inc	12/1/1988	% Inc	12/1/1989	% Inc	12/1/1990	% Inc	12/1/1991	% Inc
CPI		1.90%		3.60%		4.10%		4.80%		6.10%		3.10%
County Clerk	\$28,132		\$29,692	5.55%	\$31,356	5.60%	\$33,098	5.56%	\$37,749	14.05%	\$39,644	5.02%
Treasurer	\$30,542		\$32,058	4.96%	\$33,670	5.03%	\$35,334	4.94%	\$37,109	5.02%	\$38,961	4.99%
Sheriff	\$43,008		\$45,166	5.02%	\$47,428	5.01%	\$49,794	4.99%	\$52,291	5.01%	\$54,912	5.01%
Board Chair	\$32,994		\$32,994	0.00%	\$35,304	7.00%	\$37,069	5.00%	\$18,000	-51.44%	\$18,500	2.78%
Circuit Clerk	\$28,500		\$28,500	0.00%	\$30,739	7.86%	\$32,452	5.57%	\$34,249	5.54%	\$36,137	5.51%
Auditor	\$32,000		\$32,000	0.00%	\$34,240	7.00%	\$35,952	5.00%	\$47,749	32.81%	\$39,637	-16.99%
Coroner	\$25,000		\$25,000	0.00%	\$26,750	7.00%	\$38,088	42.39%	\$29,492	-22.57%	\$30,966	5.00%
Recorder	\$30,000		\$30,000	0.00%	\$32,100	7.00%	\$33,705	5.00%	\$35,390	5.00%	\$37,159	5.00%
Annual Total	\$250,176		\$255,410	2.09%	\$271,587		\$295,492	8.80%	\$292,029	-1.17%	\$295,916	1.33%

	12/1/1992	% Inc	12/1/1993	% Inc	12/1/1994	% Inc	12/1/1995	% Inc	12/1/1996	% Inc	12/1/1997	% Inc
CPI		2.90%		2.70%		2.70%		2.50%		3.30%		1.70%
County Clerk	\$41,633	5.02%	\$43,719	5.01%	\$45,026	2.99%	\$46,371	2.99%	\$47,756	2.99%	\$49,179	2.98%
Treasurer	\$40,911	5.01%	\$42,959	5.01%	\$44,246	3.00%	\$45,572	3.00%	\$46,937	3.00%	\$48,341	2.99%
Sheriff	\$57,658	5.00%	\$60,549	5.01%	\$62,358	2.99%	\$64,230	3.00%	\$66,165	3.01%	\$68,141	2.99%
Board Chair	\$22,500	21.62%	\$23,171	2.98%	\$23,868	3.01%	\$24,586	3.01%	\$24,000	-2.38%	\$24,000	0.00%
Circuit Clerk	\$37,226	3.01%	\$38,337	2.98%	\$39,488	3.00%	\$40,677	3.01%	\$44,000	8.17%	\$44,000	0.00%
Auditor	\$40,833	3.02%	\$42,062	3.01%	\$43,329	3.01%	\$44,636	3.02%	\$47,000	5.30%	\$47,000	0.00%
Coroner	\$38,279	23.62%	\$39,429	3.00%	\$40,619	3.02%	\$41,828	2.98%	\$43,500	4.00%	\$43,500	0.00%
Recorder	\$38,279	3.01%	\$39,429	3.00%	\$40,619	3.02%	\$41,828	2.98%	\$36,000	-13.93%	\$36,000	0.00%
Annual Total	\$317,319	7.23%	\$329,655	3.89%	\$339,553	3.00%	\$349,728	3.00%	\$355,358	1.61%	\$360,161	1.35%

	12/1/1998	% Inc	12/1/1999	% Inc	12/1/2000	% Inc	12/1/2001	% Inc	12/1/2002	% Inc	12/1/2003	% Inc
CPI		1.60%		2.70%		3.40%		1.60%		2.40%		1.90%
County Clerk	\$50,700	3.09%	\$50,700	0.00%	\$50,700	0.00%	\$50,700	0.00%	\$60,000	18.34%	\$61,800	3.00%
Treasurer	\$50,000	3.43%	\$50,000	0.00%	\$50,000	0.00%	\$50,000	0.00%	\$60,000	20.00%	\$61,800	3.00%
Sheriff	\$73,000	7.13%	\$73,000	0.00%	\$73,000	0.00%	\$73,000	0.00%	\$75,000	2.74%	\$77,250	3.00%
Board Chair	\$24,000	0.00%	\$24,000	0.00%	\$24,000	0.00%	\$24,480	2.00%	\$25,000	2.12%	\$25,750	3.00%
Circuit Clerk	\$44,000	0.00%	\$44,000	0.00%	\$50,000	13.64%	\$51,000	2.00%	\$52,020	2.00%	\$53,060	2.00%
Auditor	\$47,000	0.00%	\$47,000	0.00%	\$48,000	2.13%	\$48,960	2.00%	\$49,939	2.00%	\$50,938	2.00%
Coroner	\$43,500	0.00%	\$43,500	0.00%	\$48,000	10.34%	\$48,960	2.00%	\$49,939	2.00%	\$50,938	2.00%
Recorder	\$36,000	0.00%	\$36,000	0.00%	\$48,000	33.33%	\$48,960	2.00%	\$49,939	2.00%	\$50,938	2.00%
Annual Total	\$368,200	2.23%	\$368,200	0.00%	\$391,700	6.38%	\$396,060	1.11%	\$421,837	6.51%	\$432,474	2.52%

Champaign County Elected Official Salary History

	12/1/2004	% Inc	12/1/2005	12/1/2006	12/1/2007	12/1/2008	12/1/2009					
CPI		3.30%		3.40%	2.50%	4.08%	0.10%	2.70%				
County Clerk	\$63,654	3.00%	\$65,564	3.00%	\$75,109	14.56%	\$77,738	3.50%	\$80,459	3.50%	\$83,275	3.50%
Treasurer	\$63,654	3.00%	\$65,564	3.00%	\$75,109	14.56%	\$77,738	3.50%	\$80,459	3.50%	\$83,275	3.50%
Sheriff	\$79,568	3.00%	\$81,955	3.00%	\$93,920	14.60%	\$97,208	3.50%	\$100,610	3.50%	\$104,132	3.50%
Board Chair	\$26,523	3.00%	\$27,318	3.00%	\$28,274	3.50%	\$29,264	3.50%	\$29,274	0.04%	\$29,274	0.00%
Circuit Clerk	\$56,747	6.95%	\$60,691	6.95%	\$64,909	6.95%	\$68,790	5.98%	\$80,459	16.96%	\$83,275	3.50%
Auditor	\$53,357	4.75%	\$55,891	4.75%	\$58,546	4.75%	\$61,327	4.75%	\$76,745	25.14%	\$79,815	4.00%
Coroner	\$53,357	4.75%	\$55,891	4.75%	\$58,546	4.75%	\$61,327	4.75%	\$76,745	25.14%	\$79,815	4.00%
Recorder	\$53,357	4.75%	\$55,891	4.75%	\$58,546	4.75%	\$61,327	4.75%	\$76,745	25.14%	\$79,815	4.00%
Annual Total	\$450,217	4.10%	\$468,765	4.12%	\$512,959	9.43%	\$534,718	4.24%	\$601,495	12.49%	\$622,675	3.52%

	12/1/2010	% Inc	12/1/2011	% Inc	12/1/2012	% Inc	12/1/2013	% Inc	12/1/2014	% Inc	12/1/2015	% Inc
CPI		1.50%		3.00%		1.70%		1.50%				
County Clerk	\$83,275	0.00%	\$83,275	0.00%	\$84,940	2.00%	\$86,639	2.00%	\$88,372	2.00%	\$90,139	2.00%
Treasurer	\$83,275	0.00%	\$83,275	0.00%	\$84,940	2.00%	\$86,639	2.00%	\$88,372	2.00%	\$90,139	2.00%
Sheriff	\$104,132	0.00%	\$104,132	0.00%	\$106,214	2.00%	\$108,338	2.00%	\$110,505	2.00%	\$112,715	2.00%
Board Chair	\$29,274	0.00%	\$29,274	0.00%	\$29,274	0.00%	\$29,274	0.00%	\$29,859	2.00%	\$30,457	2.00%
Circuit Clerk	\$86,606	4.00%	\$90,070	4.00%	\$90,070	0.00%	\$90,070	0.00%	\$90,070	0.00%	\$90,070	0.00%
Auditor	\$83,007	4.00%	\$86,328	4.00%	\$86,328	0.00%	\$86,328	0.00%	\$86,328	0.00%	\$86,328	0.00%
Coroner	\$83,007	4.00%	\$86,328	4.00%	\$86,328	0.00%	\$86,328	0.00%	\$86,328	0.00%	\$86,328	0.00%
Recorder	\$83,007	4.00%	\$86,328	4.00%	\$86,328	0.00%	\$86,328	0.00%	\$86,328	0.00%	\$86,328	0.00%
Annual Total	\$635,582	2.07%	\$649,009	2.11%	\$654,422	0.83%	\$659,944	0.84%	\$666,162	0.94%	\$672,504	0.95%



Sangamon Valley Public Water District
709 N. Prairieview Road, P.O. Box 285, Mahomet, Illinois 61853-0285

Phone: (217) 586-2534 Fax: (217) 586-4926 www.svpwd.com

February 3, 2014

Champaign County Administrative Services Department
Brookens Administrative Center
Attn: Kay Rhodes
1776 E. Washington
Urbana, IL 61802

Dear Ms. Rhodes,

Enclosed is a completed Champaign County Appointment Request Form for Meghan C. M. Hennesy who resides at 1809 E. West Lake Drive, Mahomet, Illinois. We are submitting this form in hopes that you will consider appointing Mrs. Hennesy as a Trustee to our Board here at Sangamon Valley Public Water District. Mrs. Hennesy would be filling the unexpired term of Paul Clinebell, who passed away in December 2013. The remaining term on this appointment is good through May 31, 2016.

If you should have any questions or need additional information, please contact our office at (217) 586-2534.

Sincerely,

SANGAMON VALLEY PUBLIC WATER DISTRICT

Kerry Gifford
General Manager

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

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Meghan C M Hennesy

ADDRESS: 1809 E West Lake Dr. Mahomet IL 61853
Street City State Zip Code

EMAIL: Meghan.hennesy.co@gmail.com PHONE: 217-586-1442
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Sungamon Valley Water District

BEGINNING DATE OF TERM: unexpired term ENDING DATE: 5/31/2016

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 an MBA from the University of Denver. I have served on the PTO as Treasurer and on the HOA for our community. I have an interest in helping my community and see this as an opportunity to do so. I have a background in process engineering and implementation.

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

I have only just met the staff. I am aware of the Water district as a user and have briefly seen the financials. I assume I will learn more as I am more involved with 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 If yes, please explain:

Meghan C M Hennesy
Signature
2/3/2014
Date

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

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Tim H. Huls

ADDRESS: 2124 co rd 2500 E St Joseph IL 61873
Street City State Zip Code

EMAIL: sodbusterth@wigi.us PHONE: 217-202-8487

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Commissioner for Drainage Dist. No. 10, Town of Ogden

BEGINNING DATE OF TERM: unexpired 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 Farming & be around tile & drainage for 30 years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?
I run & operate 1800 acres & own 140 -

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 Tim H Huls
Date 2-14-14

TO WHOM IT MAY CONCERN:

I, ELVIN J. HULS, Commission of Drainage District No. 10 of the Town of Ogden,
do hereby resign as Commissioner of said Drainage District.

Date: February 13, 2014


ELVIN J. HULS

RESOLUTION NO. 8069

**RESOLUTION ESTABLISHING THE CHAMPAIGN COUNTY LOCAL FOODS
POLICY COUNCIL**

WHEREAS, the Champaign County Board has adopted Resolution No. 4872 establishing and endorsing a Champaign County Economic Development Policy; and

WHEREAS, the Champaign County Economic Development Policy states as Goal ED-4 the following: Preserve the strength of agriculture and agritourism, and the existing business base, while diversifying the local economy through objectives of:

- Promote the growth of agriculture and agritourism that is both sustainable and profitable;
- Encourage development of enterprises that add value to local agricultural production;
- Encourage development of appropriate non-farm enterprises that augment income for farm families; and

WHEREAS, the Champaign County Board recognizes the establishment of a Local Foods Policy Council to encourage the establishment of small businesses; to encourage the offering of better and fresher food available locally; to encourage larger institutional entities to commit to the use of 10% of local food to support growth and the local economy; to encourage the efficient use of land, and preservation and conservation of agriculture; to encourage reduction in food transportation; and to promote educational resources for the local population, achieves the Champaign County Economic Development Policy Goal ED-4 and subsequent objectives;

WHEREAS, the Champaign County Board approves the establishment of a Local Food Policy Council to achieve the following stated purposes:

- Enhance economic development and strengthen local food systems within the County;
- Bring stakeholders together and provide mechanisms for seeking stakeholder advice and expertise;
- Explore means for small business loans;
- Coordinate and collaborate with existing programs within Champaign County and other county and state food policy organizations regionally;
- Bring to the attention of the County Board new programs;
- Identify and recommend to the County Board policy initiatives to support the goals and objectives of the Local Foods Policy Council;
- Establish a web site presence on the Champaign County web site;

WHEREAS, the Champaign County Board has established that the Local Foods Policy Council shall be comprised of nine members appointed by the County Board Chair with the advice and consent of the County Board, each board member to be appointed to a 2-year term, and to include membership as follows:

- Two members chosen from communities within the County;

- Two members from local foods representatives;
- Two members from academic institutions;
- Two members from business/enterprise end users of local foods;
- One member from the Champaign County Farm Bureau;

WHEREAS, the Champaign County Board has determined that the Local Foods Policy Council established herein shall end in March 2014, at which time the County Board shall review and assess the continuing need for the Local Foods Policy Council as constituted herein;

WHEREAS, in addition, the Council will review available options where the Council could/should be centered or housed, and evaluate each option in terms of relationships to the local food market, financial backing, and member appointment process;

NOW, THEREFORE BE IT RESOLVED by the Champaign County Board that the establishment of a Champaign County Local Foods Policy Council is consistent with the Champaign County Economic Development Plan as documented in Resolution No. 4872; and

BE IT FURTHER RESOLVED by the Champaign County Board that it approves the establishment of a Local Foods Policy Council to achieve the following stated purposes:

- Enhance economic development and strengthen local food systems within the County;
- Bring stakeholders together and provide mechanisms for seeking stakeholder advice and expertise;
- Explore means for small business loans;
- Coordinate and collaborate with existing programs within Champaign County and other county and state food policy organizations regionally;
- Bring to the attention of the County Board new programs;
- Identify and recommend to the County Board policy initiatives to support the goals and objectives of the Local Foods Policy Council;
- Establish a web site presence on the Champaign County web site;

BE IT FURTHER RESOLVED by the Champaign County Board that the Local Foods Policy Council shall be comprised of nine members appointed by the County Board Chair with the advice and consent of the County Board, each member to be appointed to a 2-year term, and to include membership as follows:

- Two members chosen from communities within the County;
- Two members from local foods representatives;
- Two members from academic institutions;
- Two members from business/enterprise end users of local foods;
- One member from the Champaign County Farm Bureau;

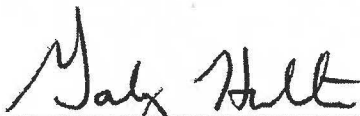
BE IT FURTHER RESOLVED by the Champaign County Board that the Local Foods Policy Council established herein shall end in March 2014, at which time the County Board shall review and assess the continuing need for the Local Foods Policy Council as constituted herein.

PRESENTED, ADOPTED, APPROVED and RECORDED this 22nd day of March,
A.D. 2012.



C. Pius Weibel, Chair
Champaign County Board

ATTEST:



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



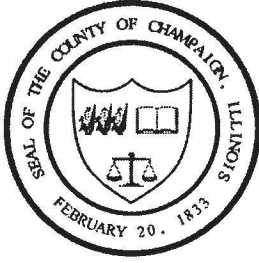
Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

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
FEBRUARY
2014

Liquor Licenses & Permits	-
Civil Union License	140.00
Marriage License	3,850.00
Interests	12.66
State Reimbursements	-
Vital Clerk Fees	21,461.55
Tax Clerk Fees	7,354.53
Refunds of Overpayments	174.06
TOTAL	32,992.80
Additional Clerk Fees	1,508.00



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 FEBRUARY 2014

VACANT POSITIONS LISTING

FUND	DEPT	POSITION TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2014 HRS	FY 2014 SALARY
		EXECUTIVE					
80	22	ASSISTANT	\$14.10	1950	\$27,495.00	2122.5	\$29,927.25
80	30	PT LEGAL CLERK	\$11.86	1040	\$12,334.40	1132	\$13,425.52
80	40	CLERK	\$11.86	1950	\$23,127.00	2122.5	\$25,172.85
80	40	DEP SHERIFF-PATROL	\$21.34	2080	\$44,387.20	2264	\$48,313.76
80	77	ASSOCIATE PLANNER	\$18.38	1950	\$35,841.00	2122.5	\$39,011.55
80	140	CORRECTIONAL OFCR	\$18.85	2080	\$39,208.00	2264	\$42,676.40
80	140	CORRECTIONAL OFCR	\$18.85	2080	\$39,208.00	2264	\$42,676.40
80	140	CORRECTIONAL OFCR	\$18.85	2080	\$39,208.00	2264	\$42,676.40
80	140	SERGEANT- CORR	\$34.03	2080	\$70,782.40	2264	\$77,043.92
850	111	BUS SYS ANALYST	\$24.45	1950	\$47,677.50	2122.5	\$51,895.13
		-- TOTAL --	\$192.57		\$379,268.50		\$412,819.18

UNEMPLOYMENT REPORT

Notice of Claims received – 0 total

Employer Protests Filed – 0 total

Benefit Determinations – 14 total

Notice of Telephone Hearing – 3 total

- 1 - Mental Health allow
- 1 - Corrections approved
- 1 - Head Start approved
- 6 - Nursing Home approved
- 5 - Nursing Home denied

3 - Nursing Home

Notice of Pending Appeal – 3 total

3 - Nursing Home

PAYROLL REPORT

FEBRUARY PAYROLL INFORMATION

Pay Group	2/7/2014		2/21/2014	
	EE's	Total Payroll \$\$	EE's	Total Payroll \$\$

	<u>Paid</u>		<u>Paid</u>	
General Corp	510	\$905,492.12	507	\$891,562.20
Nursing Home	198	\$237,177.98	206	\$224,134.52
RPC/Head Start	210	\$278,532.52	215	\$275,573.47
Total	918	\$1,421,202.62	928	\$1,391,270.19

HEALTH INSURANCE/BENEFITS REPORT

February, 2014

Total Number of Employees Enrolled: 723

General County Union:

Single 216; EE+spouse 28; EE+child(ren) 63; Family 34; waived 38

Nursing Home Union:

Single 66; EE+spouse 6; EE+child(ren) 9; Family 1; waived 7

Non-bargaining employees:

Single 125; EE+spouse 29; EE+child(ren) 28; Family 22; waived 51

Life Insurance Premium paid by County: \$1,844.44

Health Insurance Premium paid by County: \$356,022.60

Health Reimbursement Account contribution paid by County: \$20,315.00

TURNOVER REPORT

WORKERS' COMPENSATION REPORT

Year to Date Total (Ongoing #, total number of open claims)

EEO REPORT

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	9	Meetings Staffed	6	Minutes Posted	7
Appointments Posted	7	Notification of Appointment	2	Contracts Posted	4
Calendars Posted	5	Resolutions Prepared	25	Ordinances Prepared	2

Champaign County
Department of



Brookens Administrative
Center
1776 E. Washington Street
Urbana, Illinois 61802
(217) 384-3708
zoningdept@co.champaign.il.us
www.co.champaign.il.us/zoning

To: **Mr. Al Kurtz, Champaign County Board Chair**

From: **John Hall, Director & Zoning Administrator**

Date: **February 27, 2014**

RE: **Proposed SB3263 Wind Energy Facilities Construction and
Deconstruction Act**

This memo will compare and contrast certain provisions of the proposed SB3263 with the corresponding requirements for wind farms in the Champaign County Zoning Ordinance. The comparison demonstrates that the Champaign County Ordinance provides better protections for the citizens of Champaign County than the proposed SB3263. For your reference I have attached a copy of the wind farm requirements from the Champaign County Zoning Ordinance. The comparisons are as follows:

1. The Act does not apply to existing Commercial Wind Energy Facilities but it deletes existing County authority in 55 ILCS 5/5-12020 to continue to regulate existing CWEFs. It is important to retain the existing authority in the statute even if it is limited to continued regulation of existing CWEFs.

The existing authority in the counties code (55 ILCS 5/5-12020) must be maintained at least for the continued regulation of the existing Champaign County wind farm.

2. Is there an intentional loophole in that the bill only regulates CWEFs on land owned by others? Will this have an unintended consequence of encouraging CWEF developers to simply buy the CWEF sites outright and thereby not be regulated by the State?

This is why it is important to leave existing county authority for regulating CWEFS to some degree so that there is no complete loophole.

3. The proposed Act includes specific requirements for mitigating impacts to agricultural land, noise standards, shadow flicker standards, communication signal interference standards, and standards for deconstruction (decommissioning). The following comparison illustrates that the Champaign County Ordinance provides a greater level of protection for each of those concerns:
 - A. The Champaign County Ordinance includes farmland mitigation requirements in paragraph 6.1.4E. that are based on the Illinois Department of Agriculture pipeline requirements.

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Included with the Champaign County requirements is a requirement for a Permanent Erosion and Sedimentation Control Plan with as-built documentation (see paragraph 6.1.4 E.7.).

- B. The Champaign County Ordinance adopts the same Illinois Pollution Control Board noise standards for wind farm noise compliance (see paragraph 6.1.4 I.) as are included in the proposed Act.

In addition, the Champaign County Ordinance also provides for enforcement that the Illinois Environmental Protection Agency does not provide. Paragraph 6.1.4 I.6. of the Champaign County Ordinance specifies steps that shall be taken in the event that there are noise complaints after wind farm construction including reimbursing Champaign County for any costs incurred in hiring a noise consultant.

- C. In regard to shadow flicker, the proposed Act requires only "...to the extent reasonably practicable, minimize shadow flicker at a residence or occupied building".

However, the Champaign County Zoning Ordinance provides a clear threshold of 30 hours of shadow flicker per year beyond which the wind farm must mitigate shadow flicker by landscaping, awnings, or fencing. See paragraph 6.1.4 M. in the attached Ordinance excerpt. The Champaign County Ordinance provides more protection than the proposed Act.

- D. Like the proposed Act, the Champaign County Ordinance also includes a requirement to mitigate interference with communication signals (see paragraph 6.1.4 H.).

In addition, the Champaign County Ordinance requires the wind farm operator to take reasonable steps to respond to any complaints that arise after construction of the wind farm.

- E. The proposed Act contains requirements for deconstruction of the commercial wind energy facility (CWEF) which are somewhat similar to the requirements of the Champaign County Zoning Ordinance. See paragraph 6.1.4 P. of the attached Ordinance.

However, the Champaign County Ordinance provides more detail regarding when decommissioning funds may be used to correct problems that may arise with the wind farm, such as any violation of the conditions of approval of the wind farm for a period exceeding 90 days, and also requires the decommissioning cost estimate to include the cost of anticipated repairs for public streets that may arise from decommissioning activities.

Farmland mitigation is also considered during decommissioning. The decommissioning requirements in 6.1.4 P.3.(i) of the Champaign County Ordinance specify the quality of soil that must be used to backfill the hole that will result when a wind farm tower foundation is removed.

The greater flexibility regarding the use of decommissioning funds and the more comprehensive definition of decommissioning costs means the Champaign County Ordinance provides more protection than the proposed Act.

4. The proposed Act contains no specific standards for a number of important concerns related to wind farms. The following standards are not mentioned in the proposed Act but are common concerns in wind farm development. The Champaign County Ordinance provides a good example of how these concerns can be addressed at the county level and the County Ordinance clearly provides a greater level of protection than the proposed Act:

- A. The proposed Act contains no requirement for minimizing impact to existing public streets. The impact on public roads is an example of a wind farm impact for which different localities may take much different approaches.

The Champaign County Zoning Ordinance requires a Roadway Upgrade and Maintenance Agreement (paragraph 6.1.4 F. in the attached Ordinance excerpt) to be approved by the relevant highway authority. The Champaign County requirements are too numerous to summarize here but begin with a pre-construction baseline survey to document existing street conditions and include a post-construction baseline survey to identify the extent of needed repairs and also include a Transportation Impact Analysis to identify public streets to be used in wind farm construction. Identifying Ordinance requirements to this level of detail protects both the relevant highway authority and the wind farm developer.

Paragraph 6.1.4F. 3. requires another Roadway Use and Repair Agreement at the time of decommissioning to minimize damage to public streets during decommissioning.

The requirements of the Champaign County Ordinance protected Champaign County roads during the approval and construction of the Champaign County portion of the California Ridge Wind Farm but we heard suggestions that a different approach was taken by Vermilion County in their review of the Vermilion County portion of the California Ridge Wind Farm. The Vermilion County Board had every right to take a different approach than the Champaign County Board.

In regard to the impact on local roads, it will be very difficult to accommodate the different needs of all counties under the proposed Act.

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- B. Another instance of why wind farm regulation at the county level can better address local concerns is that the proposed Act does not provide for areas of special local concern such as the Conservation Recreation Zoning District in Champaign County for which the Champaign County Zoning Ordinance requires a one mile separation to the nearest wind farm. See paragraph 6.1.4A.2.(b) in the attached Ordinance excerpt.
- C. The Champaign County Ordinance also provides a high degree of compatibility with other existing land uses in the rural area. Examples are the following:
- Paragraphs 6.1.4 A.2.(c) and 6.1.4 C.9. and 10. ensure there will be adequate separation between a wind farm and any underground gas storage facilities. Champaign County is home to the Manlove Underground Gas Storage facility which is a major underground gas storage facility.
 - Paragraph 6.1.4 C.11. of the Champaign County Ordinance requires wind farm towers to be a minimum separation distance from any existing Restricted Landing Area (RLA) based on the slope of the approach area off the ends of the landing strip to ensure that no wind farm tower will disrupt any existing RLA.
- D. The proposed Act contains no requirement regarding endangered species consultation, archaeological resources, or wildlife impacts. Will these concerns be considered under the proposed Act and if so, to what degree?
- The Champaign County Zoning Ordinance contains requirements for each of these concerns (see paragraphs 6.1.4 J., K. and L. in the attachment) because these issues matter greatly to the citizens of Champaign County.
- E. The proposed Act does not provide for a complaint hotline for citizens who are aggrieved by the commercial wind energy facility (CWEF).
- The Champaign County Zoning Ordinance requires the wind farm developer to maintain a telephone complaint line and to submit copies of the complaints to the County every month. See paragraph 6.1.4 Q. in the attached Ordinance. If serious complaints arise the Champaign County Environment and Land Use Committee will become aware of those complaints the very next month. This is a level of protection not provided by the proposed Act.
- F. The proposed Act also does not contain any mention of the following very basic wind farm concerns:
- Design compliance with recognized industry standards and structural certification of all foundations and towers (see paragraph 6.1.4 D. of the Champaign County Ordinance);

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- **Minimum insurance requirements (see paragraph 6.1.4 N. of the Champaign County Ordinance);**
- **Coordination and cooperation with the various local Fire Protection Districts (see paragraph 6.1.4 G. of the Champaign County Ordinance);**
- **Submission of annual maintenance reports (see paragraph 6.1.4 O. of the Champaign County Ordinance).**

ATTACHMENTS

- A Subsection 6.1.4 of the Champaign County Zoning Ordinance**

Bill Status of SB3263 98th General Assembly**Short Description:** WIND ENERGY FACILITY CONSTRUCT**Senate Sponsors**Sen. John M. Sullivan**Last Action**

Date	Chamber	Action
2/25/2014	Senate	Assigned to <u>Energy</u>

Statutes Amended In Order of Appearance

New Act

30 ILCS 105/5.855 new

55 ILCS 5/5-12020**Synopsis As Introduced**

Creates the Wind Energy Facilities Construction and Deconstruction Act. Requires a commercial wind energy operator of a commercial wind energy facility located on land owned by another to enter into an agricultural impact mitigation agreement with the Department of Agriculture. Provides that the commercial wind energy operator is responsible for deconstruction of a commercial wind energy facility. Requires the filing of a deconstruction plan detailing the cost of deconstruction per turbine. Provides that the plan must be prepared by an independent third party. Requires the Department of Agriculture to require reclamation bonds for deconstruction. Contains provisions concerning public informational meetings, final determinations related to approval of siting, and deconstruction activities. Amends the State Finance Act to create the Wind Energy Administration Fund as a special fund in the State treasure. Amends the Counties Code. Deletes language allowing a county to establish standards for wind farms and electric-generating wind devices. Effective immediately.

Actions

Date	Chamber	Action
2/14/2014	Senate	Filed with Secretary by <u>Sen. John M. Sullivan</u>
2/14/2014	Senate	First Reading
2/14/2014	Senate	Referred to <u>Assignments</u>
2/25/2014	Senate	Assigned to <u>Energy</u>

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Illinois Compiled Statutes: Counties

COUNTIES

(55 ILCS 5/) Counties Code.

(55 ILCS 5/Art. 2 heading)

ARTICLE 2. GOVERNING BODIES

(55 ILCS 5/Div. 2-1 heading)

Division 2-1. Counties under Township Organization

(55 ILCS 5/2-1003) (from Ch. 34, par. 2-1003)

Sec. 2-1003. Chairman and vice-chairman of county board. The county board shall, unless the chairman is elected by the voters of the county, at its first meeting in the month following the month in which county board members are elected, choose one of its members as chairman for a term of 2 years and at the same meeting, choose one of its members as vice-chairman for a term of 2 years. The vice-chairman shall serve in the place of the chairman at any meeting of the county board in which the chairman is not present. In case of the absence of the chairman and the vice-chairman at any meeting, the members present shall choose one of their number as temporary chairman.

(Source: P.A. 86-962.)

(55 ILCS 5/2-1005) (from Ch. 34, par. 2-1005)

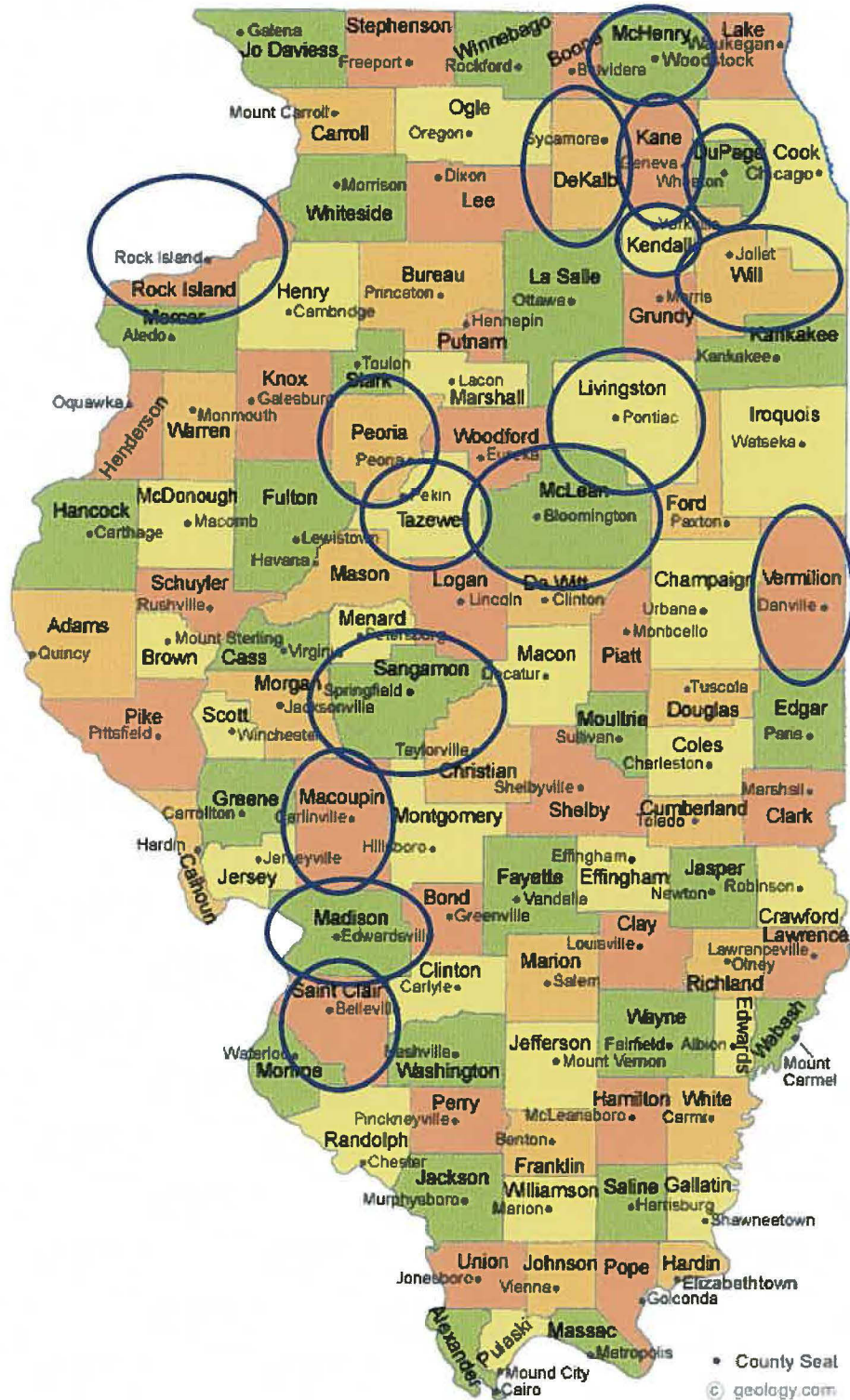
Sec. 2-1005. Quorum; approval of ordinances. A majority of the members of any county board shall constitute a quorum for the transaction of business; and all questions which shall arise at meetings shall be determined by the votes of the majority of the members present, except in such cases as is otherwise provided.

A county board in a county where the chairman is elected at large may upon passage, adoption or enactment of a specific ordinance apply the following provisions: Any ordinance passed, adopted or otherwise enacted by the board in a county where the chairman is elected at large shall be presented to the chairman before it becomes effective. If the chairman approves such ordinance, resolution or motion, he shall sign it and it shall become law on the date prescribed; if not, he shall return it to the board within 10 business days with his objections and the board shall proceed to reconsider the matter at its next meeting, to be held within 30 business days of the board's receipt of the chairman's objections. If after such reconsideration a majority of the members of the board pass such ordinance, it shall become effective on the date prescribed but not earlier than the date of passage following reconsideration. If any ordinance is not returned by the chairman to the board within 10 business days after it has been presented to him, it shall become effective at the end of the 10th day.

(Source: P.A. 86-926.)

Other Illinois Counties' Rules on Board Chair/Vice-Chair Election

Information has been obtained on the following counties and is presented below:



County Board Chair and Vice-Chair Election

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Dekalb County: Rules

Sec. 2-29. Officers.

(a) At the organizational meeting of the county board held the first Monday of December in each even numbered year, and whenever a vacancy in the offices of chairman or vice-chairman shall occur, the board shall elect from its membership a chairman and a vice-chairman who shall be nominated and voted upon separately as follows:

The chairman pro tem shall ask for nominations for the office of chairman.

(1) When there is one nominee, a voice vote shall be taken.

(2) When there are only two nominees to be voted on, a roll call vote shall be taken with the members stating the name of their choice. A tie vote shall result in a re-vote or re-votes until a chairman has been elected.

(3) When there are more than two nominees a roll call vote shall be taken with the members stating the name of their choice. If no nominee receives a majority of the votes cast a runoff election shall be conducted between the two top vote getters.

(4) When there is a three-way tie for top vote getter an "odd man out" coin flip shall determine the runoff nominees.

(5) When one nominee has a larger number of votes, but not a majority, and two or more candidates are tied for second, a coin flip, or series of coin flips shall be conducted until only one nominee has a coin showing "heads". That nominee shall then participate in a runoff election against the nominee with the larger number of votes.

The chairman shall ask for nominations for the office of vice-chairman (if that office is vacant) and shall follow the same process outlined above to elect a vice-chairman.

(b) It shall be the chairman's responsibility to preside over the meetings of the board, to appoint the committees of the board with the advice of the ad hoc nominating committee and the consent of the entire board, to compile the agenda for board meetings that the chairman calls, and to perform such other duties as the board may from time to time assign.

(c) It shall be the vice-chairman's responsibility to preside over the meetings of the board in the absence of the chairman and to perform such other duties as the board may assign from time to time.

DuPage County

SECTION II. CHAIRMAN OF THE COUNTY BOARD (Note: Elected Office)

A. Shall be considered the chief executive officer of the County and shall be designated as the representative of the County Board at any convention or meeting where there is not a representative already appointed by the Board or Chairman of the Board.

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SECTION III. VICE CHAIRMAN

A. The Vice Chairman of the County Board shall be nominated and elected by the County Board. Nominations and election for the position of Vice Chairman of the County Board shall be conducted at the first regularly scheduled County Board meeting following the Inauguration of Members of the County Board, or upon the creation of an opening in the position of Vice Chairman.

Kane County: http://www.sterlingcodifiers.com/codebook/index.php?book_id=973

2-29: CHAIRMAN⁵:

The chairman of the county board shall be **elected by voters of the county** and is not required to be a county board member. The chairman shall be elected to a four (4) year term, commencing on the first Monday of the month following the month in which members of the county board are elected. (Res. 71-56, §§ 3, 4, 6-14-1971; Ref. of 11-1990)

2-32: EMERGENCY INTERIM SUCCESSORS TO THE CHAIRMAN:

A. Chain Of Command: The chain of command of emergency interim successors to the chairman of the county board is as follows:

1. The vice chairman of the Kane County board.
2. The member of the executive committee with the highest number of years of county board service who is also of the same political party as the chairman.
3. The member of the public safety committee with the most number of years of county board service who is also of the same political party as the chairman.

B. Powers And Duties: The emergency interim successor shall exercise the powers and discharge the duties of office of the chairman of the Kane County board until such time as a vacancy which may exist shall be filled as provided by Illinois law or until such time as the chairman of the Kane County board or the preceding emergency interim successor is available to exercise the powers and discharge the duties of the office. (Res. 85-38, 4-9-1985; Ord. 97-132, 6-10-1997)

2-33: VICE CHAIRPERSON:

The vice chairperson shall be elected by the members of the county board at the first regular meeting of the county board after swearing in of new members on the second Tuesday of December in even numbered years. Nominations shall be made from the floor and seconded, in accordance with "Robert's Rules Of Order". Nominees shall agree to devote the time necessary to perform all duties assigned by the county board and by the chair of the county board. Each nominee may speak to his or her candidacy, taking up to three (3) minutes. A

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simple majority of those present and voting shall elect the vice chairperson.

Duties and responsibilities of the vice chairperson of the Kane County board shall include, but not be limited to: assuming the duties of the county board chairperson in his or her absence; acting as liaison between standing committees, board members and the board chairperson; assisting the county board chairperson in coordinating standing committees' review and implementation of policies; and special projects as requested by the Kane County board or the chairperson of the Kane County board. (Ord. 97-246, 9-9-1997; Ord. 06-441, 12-12-2006)

Kendall County: County Board Rules of Order

III. REGULAR AND SPECIAL BOARD MEETINGS

B. Swearing in and organization of the Board shall be held on the first Monday in December in the year of the election of Board Members. The County Clerk shall convene the organizational meeting and the County Board members shall select the County Board Chair.

V. OFFICERS

A. The County Board Chairman shall be elected for a two (2) year term by a simple majority.

B. The County Board Vice-Chairman shall be elected for a two (2) year term by a simple majority to act in the absence of the County Board Chairman.

IX. RULES OF THE BOARD

F. The Clerk shall call the names of the members of the Board when calling the roll, or polling a vote, in a rotating alphabetical order of members.

K. The County Board Chairman shall vote on all motions, ordinances, amendments, thereto, or other matters coming before the Board.

Livingston County: Code of Ordinances

Sec. 2-25. Election of chairperson and vice-chairperson; term; vacancies in office. The chairperson of the county board shall be elected by the members of the county board for a two-year term commencing on the first Monday in December 2012, and each succeeding chairperson of the county board shall serve a two-year term and be elected in the same manner. If a vacancy in the office of chairperson of the county board should occur, the members of the county board shall elect one of the members to serve for the balance of the unexpired term of the previous chairperson.

(Ord. No. 2001-01, § 3, 6-14-2001; Ord. No. 2011-06-33, § 3, 6-16-2011)

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State law reference— Election and term of the county board chairperson, 55 ILCS 5/2-3007; chairperson and vice chairperson of county board under township organization, 55 ILCS 5/2-1003.

Macoupin County: Rules of Order

12. The Chairman and Vice Chairman of the Board shall be elected every two years at the Board's organizational meeting as determined by State Statute.

17. In the event of the absence of the regular Chairman and Vice Chairman, the Board shall elect a temporary Chairman to have full powers of the Chairman until relieved of the duties by him.

Madison County

Madison County is organized under the township form of County government. The County Board Chairman is elected at large by all of the voters in the County. The Chairman is the chief executive officer of County Government and is responsible for overseeing the daily operations of County departments and coordinating management with other Countywide Officeholders. The Director of Administration works at the direction of the Chairman to carry out Board policy, to assist in the management of Board departments and to coordinate operations with Countywide Officeholders. The Board Chairman appoints the department heads who manage those County offices not under the control of a Countywide Officeholder and coordinates the overall operation of the various offices and departments.

The County Board Chairman presides over the meetings of the County Board and appoints Board members to serve on the standing committees of the Board. The Chairman-Pro Tem is appointed by the Chairman with the advice and consent of the Board and presides over Board meetings in the absence of the Chairman. The committees maintain an informed relationship with the departments and offices under their oversight. The Chairman of each committee regularly reports to the Board Chairman and the full Board on the operations of their respective departments. The committees study issues within their areas of responsibility that are assigned to them by the Chairman and submit recommendations and resolutions to the full Board for action.

The County Board passes all ordinances, rules and regulations to implement the powers granted to counties. The Board approves all contracts and expenditures, and does all other acts necessary to exercise the corporate powers of the County. It has the authority to levy taxes for the support of County Government operations. The Board has the task of reviewing and adopting the County's annual budget submitted by the County Board Chairman. It purchases and maintains all real and personal property owned by the County. The Board also approves and supervises the use of all federal and state grants.

McLean County: Rules of the County Board

5.11 ORGANIZATION AND OFFICERS.

5.11-1 Initial Meeting and Election of Officers

(A) In years of County Board elections, the initial meeting of the County Board (hereinafter called the "Board") shall be on the first Monday in December. The County Clerk shall call the meeting to order and preside during the election of a Temporary Chairman. A vote of the majority of the members of the Board shall be required for the election of a Temporary Chairman. The Chairman and Vice Chairman shall be elected to a two-year term. A vote of a majority of the members of the Board shall be required for election of Chairman and Vice Chairman. All votes shall be publicly recorded. The Board may adopt such other rules as may be necessary to conduct said election.

(B) If, in the event, the Board is unable to meet on the first Monday in December in years following a County Board election, then at least one-third of the members of the Board may request a special meeting of the Board for the purpose of electing officers as provided in Section 5.11-1 (a). Such request shall be in writing, addressed to the County Clerk, and specifying the time and place of said meeting. The County Clerk shall then transmit notice immediately as provided by statute.

McHenry County: Board Rules

3. CHAIRMAN

A Chairman shall be elected biennially by majority vote of the members present by a roll call vote at the Organizational Meeting of the County Board, to be held on the first Monday of December of each even numbered year. The Chairman shall hold said position for a term of two (2) years. The Chairman shall preside at all meetings of the County Board. The Chairman will keep County Board members informed of all formal directive-related communications that he or she makes to non-governmental, as well as local, regional, state, and Federal government agencies, entities, or individuals so this may be provided at an upcoming board meeting, or as this occurs. The Chairman shall appoint a Chairman and a Vice-Chairman of all standing committees. The Chairman, with the assistance of a Committee on Committees, shall select all standing committee members for ratification by the County Board. The Chairman, pursuant to Section 19 of the County Board Rules, shall determine and establish the agenda for all regular meetings of the County Board after consulting with the Chairmen of the County Board's committees. More than forty-eight (48) hours prior to any regular meeting, the final agenda must be noticed and posted in compliance with the Illinois Open Meetings Act. Once the final agenda has been posted, no changes may be made to any agenda item at the corresponding meeting. At said meeting, a board member wishing to remove an item for consideration from the agenda may do so by making one of the following motions: to postpone to a date certain (majority of members present), to refer back to committee (majority of members present), to postpone indefinitely

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(2/3 of the members present). Pursuant to the Illinois Open Meetings Act, an action item cannot be added to the agenda at any time beyond the forty-eight hour notice and posting requirement. The Chairman shall be responsible for the operation of the County Administrator's Office and County Board staff.

Peoria County: Rules of Order

Article I. MEETINGS

Section 2: The first Monday in December of each even numbered year shall be known as the Organizational Meeting of the County Board. At this meeting, the order of business shall be as follows:

- A.** Call to order by presiding officer
- B.** Moment of Silence
- C.** Pledge of Allegiance
- D.** Appointment of a Temporary Chairperson by the presiding officer
- E.** Report of the County Clerk on member credentials
- F.** Swearing in of newly elected members by the County Clerk
- G.** Roll call of the members of the Board
- H.** Adoption of Rules of Order
- I.** Nominations for Chairperson of the County Board
- J.** Election of Chairperson of the County Board as provided in Article III, Section 2
- K.** Nominations for Vice-Chairperson of the County Board
- L.** Election of Vice-Chairperson of the County Board as provided in Article III, Section 2 and thereafter as provided in the regular order of business, commencing with "Unfinished Business".

Article III. OFFICERS OF THE BOARD

Section 1: Chairperson

A. Selection –

- 1) The names of candidates for Chairperson of the County Board shall be placed in nomination at the Organizational Meeting. Election as Chairperson shall require the vote of a majority of the members present.

Section 2: Vice-Chairperson

A. Selection –

- 1) The Vice-Chairperson shall be nominated and selected in the same manner as the Chairperson.

Rock Island County

101-2 1.02 Officers

On the first Monday in December in even numbered years after each regular election at which members are elected, the biennial re-organizational meeting, the Board shall

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elect from its membership a County Board Chairperson. This officer shall serve a two-year term, or until a successor is elected.

Sangamon County

2.04.020 Organization procedure generally.

The board shall organize biennially at the regular reconvened adjourned September session commencing on the second Tuesday in December thereafter. Following the calling of the roll, the first order of business shall be the selection of a temporary chairmen, who shall name a committee of three members on credentials. Following the report of the committee on credentials and its adoption, the board shall proceed to seat new members and elect a permanent chairmen and vice-chairmen by roll call vote.

2.04.198 Voting—Required.

Every member of the board present on the putting of a question shall vote thereon. However, a member may vote "present" and member so voting shall be deemed to be "present and voting" within the meaning of that term as used in these rules.

The chairman shall vote only in case of a tie unless excused from doing so by a majority of the board.

(Res. 12 (part), June 12, 2001).

2.04.199 Voting—Quorum—Two thirds vote required when.

A majority of the board shall constitute a quorum. Unless otherwise provided by statute, ordinance, or the provisions codified in this chapter, all questions coming before the board shall be determined by a majority vote of the members present and voting thereon; that by the statute a two-thirds vote of all members of the board is required in the following instances: transfers from one appropriation of any one fund to another of the same, not affecting the total amount appropriated; immediate emergency appropriations in excess of budget appropriations; and leases for a period of not to exceed five years for equipment and machinery required for corporate purposes. No contract, obligation or expense shall be incurred unless an appropriation therefore has been previously made. Any motion, resolution or ordinance authorizing any expenditure of funds not appropriated will be ruled out of order when brought to the attention of the chairman by a member of this board.

(Res. 12 (part), June 12, 2001).

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St. Clair County: St. Clair County Code

ARTICLE II – COUNTY BOARD CHAIRMAN

1-2-1 ELECTION OF CHAIRMAN. The Chairman of the County Board shall be elected for a term provided for by Illinois law and shall serve until a successor is elected and has qualified.

ARTICLE III – COUNTY BOARD

1-3-6 QUORUM; MAJORITY VOTE. A majority of the County Board members shall constitute a quorum for the transaction of business at any regular or any duly called special meeting, and all questions which shall arise at meetings shall be determined by the vote of the majority of the County Board members present, except as otherwise provided.

Tazewell County: Yearbook (Note: Board Chair is an elected official.)

The following rules shall govern the County Board of Tazewell County, Illinois:

1 TCC 4-2 Organization and Officers

a. Initial Meeting. In years of County Board elections the initial Meeting of the County Board (hereinafter called the "Board") shall be the first Monday in December. The Board Chairman shall call the meeting to order and preside.

b. General Powers of Chairman. The Chairman shall:

1. Be responsible for administering the Board Office, including the supervision of staff and assignment of work.

2. Preside at all meetings of the Board and the Executive Committee;

3. Conduct the business of the Board meetings in order prescribed in these Rules with all necessary general power including: to recognize members entitled to the floor, to state and to put to a vote all questions which are regularly moved and seconded or which necessarily arise in the course of the proceedings, to announce the results thereof, to protect the Board from all frivolous or dilatory actions, to decide all questions of order, subject to an appeal to the Board. In case of disturbances, breach of decorum, or disorderly conduct, to take action pursuant to Section 1 TCC 4-6 (m); and to assist in expediting the business of the Board;

4 Have all the powers necessary to perform all other duties prescribed by law or by action of the Board; and

5. Vote only when the vote of the Board results in a tie.

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c. Appointment of Vice- Chairman of the Board and Standing Committees.

1. Vice Chairman. The Vice Chairman of the Board shall be nominated by the Chairman and elected by the members of the Board. The Vice Chairman must be a member of the Board and shall be a member of the Executive Committee and may also serve as Chairman of any committee or subcommittee.

Vermilion County: Rules of Order

Rule 2. Organizational meeting.

(a) Notice. The County Board Chairman shall prepare the agenda for the organizational meeting. Notice of the organizational meeting shall be given by mailing or delivering a copy of the agenda to the County Clerk and to current and newly-elected members of the County Board at least seven days prior to the meeting. Notice shall be provided to the public in the same manner as for regular meetings. The agenda shall include the order of business for the organizational meeting and any items of regular business for the month.

(b) Order of Business. The order of business for an organizational meeting shall be:

- 1) Call to Order (County Clerk in Chair)
- 2) Invocation
- 3) Pledge of Allegiance
- 4) Roll call (of members to be sworn)
- 5) Report of Credentials Committee (as needed)
- 6) Oath of Office
- 7) Roll Call (all members-dispensd with at decennial organizational meeting)
- 8) Adoption of Rules of Order
- 9) Drawing of Lots for Length of Term (at decennial organizational meetings)
- 10) Election of Temporary Chairman (see Rule 2 (c), below)
- 11) Election of Committee on Committee (see Rule 2 (d), below)
- 12) Election of County Board Chairman (see Rule 2 (e), below)
- 13) Election of County Board Vice-Chairman (see Rule 2 (e), below)
- 14) Recess for Meeting of Committee on Committees
- 15) Report of Committee on Committees
- 16) Recess
- 17) Adoption or Amendment of Agenda
- 18) Regular Business of the Month (items (5) through (16) on regular meeting order of business)

(c) Election of Temporary Chairman. The County Clerk shall call for nominations for Temporary Chairman. After nominations have been received and seconded, the Clerk shall take a roll call vote, and the person receiving the most votes shall be Temporary Chairman. In case of a tie, the Temporary Chairman shall be chosen by lot. The Temporary Chairman shall take the Chair immediately upon

County Board Chair and Vice-Chair Election

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election.

(d) Election of Committee on Committees.

(1) The Temporary Chairman shall call for nominations for the Committee on Committees. When nominations are closed, the Committee shall be elected by roll call vote. Each member of the Board shall be entitled to one vote, and the five persons receiving the highest number of votes shall constitute the Committee.

(2) In case of a tie involving candidates for one or more seats on the Committee, a runoff vote shall be held by roll call. Each County Board member shall have one vote in each round of a runoff. The candidate having the fewest votes in each runoff round shall be eliminated, and Board members shall vote on the remaining candidates in each successive round until only enough candidates remain to fill the five seats on the Committee.

(e) Election of Chairman and Vice- Chairman.

(1) The Temporary Chairman shall call for nominations for County Board Chairman. After nominations are closed, a vote for County Board Chairman shall be taken by roll call. If two candidates have been nominated, the person with the highest number of votes will be Chairman.

(2) If three or more candidates are nominated and no candidate receives a majority of the votes of those present, the candidate receiving the fewest votes will be eliminated, and a runoff vote, by roll call, will be taken as to the remaining candidates. Runoff voting will continue until one candidate receives a majority of the votes of those present.

(3) The County Board Chairman shall take the Chair immediately upon election. Upon taking the Chair, the County Board Chairman shall call for nominations for County Board Vice-Chairman. After nominations are closed, a vote for County Board Vice-Chairman shall be taken by roll call. If two candidates have been nominated, the person with the highest number of votes will be Vice-Chairman. If three or more candidates are nominated and no candidate receives a majority of the votes of those present, the candidate receiving the fewest votes will be eliminated, and a runoff vote, by roll call, will be taken as to the remaining candidates. Runoff voting will continue until one candidate receives a majority of the votes of those present.

Will County

The Will County Board consists of 26 members, 2 each from 13 districts. Will County operates under the County Executive form of government, whereby the County Executive is elected at large and is responsible for day to day administration and the County Board is the legislative body responsible for establishing policy. It represents unincorporated areas of Will County.