

CHAMPAIGN COUNTY BOARD COMMITTEE OF THE WHOLE MINUTES

**Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, April 14, 2015
Lyle Shields Meeting Room**

MEMBERS PRESENT: Christopher Alix, Jack Anderson, , Lorraine Cowart, Aaron Esry, Stan Harper, Josh Hartke, Jeff Kibler, Gary Maxwell, Jim McGuire, Diane Michaels, Max Mitchell, Patti Petrie, James Quisenberry, Giraldo Rosales, , Rachael Schwartz, Sam Shore, C. Pius Weibel

MEMBERS ABSENT: Astrid Berkson, Lloyd Carter, Shana Harrison, John Jay, Jon Schroeder

OTHERS PRESENT: Deb Busey (County Administrator), John Hall (Director of Planning & Zoning), Kay Rhodes (Administrative Assistant), Sheriff Dan Walsh

CALL TO ORDER

Petrie called the meeting to order at 6:30 p.m.

ROLL CALL

Rhodes called the roll. Alix, Anderson, Cowart, Esry, Harper, Hartke, Kibler, Maxwell, McGuire, Michaels, Petrie, Quisenberry, Rosales, Schwartz, Shore, and Weibel were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF AGENDA/ADDENDA

MOTION by Kibler to approve the Agenda/Addenda; seconded by Hartke. Petrie removed items VIII-A2 and A3 from the agenda. **Motion carried with unanimous support for agenda as amended.**

APPROVAL OF MINUTES

MOTION by Rosales to approve the minutes of February 10, 2015; seconded by Shore. **Motion carried with unanimous support.**

PUBLIC PARTICIPATION

There was no public participation.

COMMUNICATIONS

Petrie announced that on April 23, 2015 at 1:00 p.m., representatives from Bexar County, Texas would give a presentation at the Brookens Administrative Center regarding its jail diversion programs. Petrie also announced that a discussion sponsored by the ACLU and Representative Ammons would be held at the Urbana Civic Center on April 30, 2015 at 6:15 p.m. regarding the Criminal Justice System.

JUSTICE & SOCIAL SERVICES

Monthly Reports

OMNIBUS MOTION by Kibler to receive the Animal Control-February 2015; EMA-February and March 2015; Head Start-March 2015; Probation & Court Services-February 2015; Public Defender-January and February 2015; and the Veterans' Assistance Commission-March 2015 reports and place them on file; seconded by Shore. **Motion carried with unanimous support.**

There was no other business or Chair's report.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

OMNIBUS MOTION by Petrie to recommend County Board approval of resolutions authorizing the appointments of the following to their respective Fire Protection Districts, term May 1, 2015 – April 30, 2018: Eastern Prairie – Stewart Williams; Edge-Scott – Linda Barcus; Ivesdale – John Flavin; Ludlow - Patrick Quinlan; Pesotum – Chris Hausman; St. Joseph-Stanton – Richard Denhart; Sangamon Valley – Douglas Enos; Thomasboro – Michael Tittle; Windsor Park – David Dupre; Scott – Paul Berbaum; Sadorus – Richard Jobe; and Tolono – Dennis Davis ; seconded by Kibler. **Motion carried with unanimous support.**

Mitchell entered the meeting at 6:39 p.m.

MOTION by Petrie to recommend County Board approval of a resolution authorizing the appointment of Barb Sweet to the Community Action Board, unexpired term ending 11/30/2017; seconded by Esry. **Motion carried with unanimous support.**

MOTION by Petrie to appoint Samuel Shore as the Democratic County Board liaison to the Developmental Disabilities Board; seconded by McGuire. **Motion carried with unanimous support.**

Sheriff

MOTION by Kibler to recommend County Board approval of a resolution authorizing a proclamation designating the week of May 3 as National Correctional Officer Week; seconded by Maxwell. **Motion carried with unanimous support.**

MOTION by Michaels to recommend County Board approval of a resolution authorizing a proclamation designating the week of May 10 as National Police Week; seconded by Kibler.
Motion carried with unanimous support.

County Clerk

The March 2015 report was received and placed on file.

County Administrator

The Administrative Services March 2015 report was received and placed on file.

There was no other business.

Chair's Report
Strategic Plan

Quisenberry directed board members attention to a handout displaying a side-by-side comparison of the current Champaign County Board initiatives with the new 2015 initiatives. He explained that Board members who attended the County Board Study Session held on March 24, 2015 prioritized the items by order of importance. Quisenberry stated that this prioritization was not final.

Quisenberry asked for more input from those Board members who attended the Study Session as well as any input from those who did not attend. He explained that the next step would be to rank these items formally at the May 2015 Committee of the Whole meeting and finalize the updated Strategic Plan at the June 2015 meeting.

Designation of Items to be Placed on the Consent Agenda

Items A1 and A4 were designated for the Consent Agenda.

FINANCE
Treasurer

The Treasurer's March 2015 report was received and placed on file.

Auditor

The Auditor's March 2015 report was received and placed on file.

Nursing Home

Anderson noted that the Champaign County Nursing Home is mentioned four times in the County Board's list of goals and initiatives just discussed and this demonstrates its importance and the impact it has on the community. The Board of Directors will select a vendor for water

heater replacement soon. An RFP for Food Service Management will go out soon as well. Anderson planned to give a more thorough report to the Board members soon regarding the performance expectations and remedial action plan for the management of the nursing home put together by the County Administrator and her staff. Anderson stated that MPA is not meeting all the expectations at this time although there had been improvement in some areas.

Quisenberry asked that future graphs in the nursing home financial report only contain a two-month look back as opposed to one-year.

The Nursing Home Monthly Report was received and placed on file.

Budget Amendments/Transfers

MOTION by Michaels to recommend County Board approval of a resolution authorizing **Budget Amendment #15-00017** for Fund/Dept. 080 General Corporate-040 Sheriff with \$78,856 in increased appropriations and \$78,856 in increased revenue obtained through a Howard G. Buffett Foundation Restricted Grant, which allows for the purchase a fully equipped squad car, K-9, and training; seconded by Mitchell. **Motion carried with unanimous support.**

MOTION by Harper to recommend County Board approval of a resolution authorizing **Budget Amendment #15-00020** for Fund/Dept. 614 Recorder's Automation Fund-023 Recorder with increased appropriations of \$80,000 and no increased revenue to cover cost of rebinding books and purchase of new shelving; seconded by Esry. **Motion carried with unanimous support.**

Emergency Management Agency IEMA Hazardous Materials Emergency Preparedness Grant

MOTION by Esry to recommend County Board approval of a resolution authorizing the acceptance of the IEMA Hazardous Materials Emergency Preparedness Grant; seconded by Cowart. **Motion carried with unanimous support.**

County Administrator Financial Forecast for General Corporate & Public Safety Sales Tax Funds

Busey explained that she focused her report on these two funds because they are inter-related and the majority of County office functions are paid through them. She stated that this 5-year forecast has been developed to inform the County Board of specific incidents/changes that will impact these funds in the near future, and provide a forecast, based on current economic indicators and historic trend averages, to assist the County Board in its decisions regarding the annual budget and Champaign County Board Goals and Strategic Plan.

For the purpose of the report, the last five years of actual revenues and expenditures are used, and beginning with the current FY2015 budget, the future forecast includes FY2015 through FY2019 as a look forward. Although FY2014 was a 13-month budget year, for this report the

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FY2014 revenues and expenditures have been adjusted to reflect the 12-month annualized numbers.

Busey summarized that a structural deficit is created for the General Corporate Fund because 70% of expenditures (Personnel) increase at a rate greater than the rate of inflation each year, while only 60% of revenues (property tax and sales & income taxes) increase at a rate proportionate to the rate of inflation. The other revenue streams – Fees and Other Miscellaneous revenues tend to remain flat, and as evidenced above – sometimes declining. This deficit places pressure on the County Board to limit wage increases and growth in personnel costs.

She explained that the validity of projections for later years in the forecast is less reliable, as it is difficult to predict what additional changes could occur in the economic environment. While the economic forecast anticipates a continuing slow and steady recovery, there are still risks that the economy could stall or decline again.

Busey stated that while it is not known for certain, there are strong indications that the State will also cut funding sources to local governments, which is something the County will face in its FY2015, FY2016 and future budgets. The projected deficits based on these assumptions start at \$1.4 million in FY2016, and project out to \$2.6 million in FY2019.

Busey noted that it is important for the County Board to note that the following are not included in the expenditure projections: Increasing funding for facilities maintenance and replacement, a number which the County Board should obtain by the end of FY2015 as a result of the development and documentation of a complete Facilities Assessment Plan; Additional dollars which may need to be allocated in the next three years to bring the County into full compliance with an ADA Audit received in 2015; Additional funding for technology resource replacement and/or development; and Operational enhancements which may be required for the operation of county offices.

Busey stated that the fund balance goal for the Public Safety Sales Tax Fund is that the ending balance be equal to 1.25 of the annual debt service obligation for the ensuing fiscal year. The reported Public Safety Sales Tax Fund balance dropped below the fund balance goal in FY2014, and is fully recovered by FY2018, with a fund balance that continues to grow based on current obligations, until the end of the debt service requirements in 2029.

Busey concluded that this Financial Forecast is provided as an informational tool to the County Board as it begins the process of setting parameters for the preparation and adoption of the FY2016 budget. She noted the long term challenges with regard to the General Corporate Fund and Public Safety Sales Tax Fund include the following: Maintaining the General Corporate Fund Balance at a minimum 12.5% level through the adoption of balanced budgets; Development of Comprehensive Plan for County Facilities and Campuses and identification and appropriation of funding for Capital Replacement and Improvement Plans; Identification of funding to continue development and completion of building projects related to the Sheriff's Operations Master Plan; Documentation of appropriate technology infrastructure and support and identification of the funding to provide it; and Capacity to cover the cost of the full implementation for department budgets to best deliver mandated services.

Alix commented that the County is clearly not in a position to absorb any cuts from the State based on this report and the County Engineer has informed the Board that the Motor Fuel Tax Fund is facing similar challenges.

The General Corporate Fund FY 2015 Budget and the General Corporate Fund FY 2015 Budget Change reports were received and placed on file.

There was no other business or Chair's report.

Designation of Items for the Consent Agenda

Items D1-2; E1 were designated for the County Board Consent Agenda.

Other Business

There was no other business.

Adjourn

MOTION by Kibler to adjourn the meeting; seconded by Esry. **Motion carried with unanimous support.** The meeting adjourned at 7:19 p.m.

Respectfully submitted,

Kay Rhodes,
Administrative Assistant

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