

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, March 14, 2017 – 6:30 p.m.

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

Agenda Items

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- I. Call To Order**
- II. Roll Call**
- III. Approval of Agenda/Addenda**
- IV. Approval of Minutes**
A. February 14, 2017 1-8
- V. Public Participation**
- VI. Communications**
- VII. Justice & Social Services**
A. Community Reentry Quarterly Report – December 2016-February 2017 9-10
B. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>
1. Animal Control – January 2017
2. Emergency Management Agency – January & February 2017
3. Head Start – February 2017
4. Probation & Court Services – January 2017
5. Public Defender – January 2017
6. Veterans’ Assistance Commission – January 2017
C. Other Business
1. Semi-Annual Review of Closed Session Minutes 11
D. Chair’s Report
- VIII. Policy, Personnel, & Appointments**
A. Appointments/Reappointments (*italics indicate incumbent*)
1. Rural Transit Advisory Group – 1 Vacancy – Term 1/1/2017-12/31/2018 12-14
Applicant:
• Nancy Greenwalt
2. Community Action Board – 1 Vacancy – Term 4/1/2017-3/31/2020 15-17
Applicant:
• Sister Karen Carlson
B. County Board of Health
1. Request Approval of an Ordinance Amending Fees Under the Health Ordinance of Champaign County 18-29
C. County Clerk
1. February 2017 Report 30
D. County Administrator
1. Administrative Services Monthly Report – February 2017 31-33

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- E. Other Business
 - 1. Semi-Annual Review of Closed Session Minutes 34
 - 2. Appointment of Jim Goss to the Environment & Land Use Committee to Replace Brad Clemmons
 - 3. Appointment of Brad Clemmons to the Highway & Transportation Committee to Replace John Jay
 - 4. Appointment of Max Mitchell as Vice-Chair of the Highway & Transportation Committee to Replace John Jay
 - 5. Appointment of _____ to the Litigation Committee to Replace John Jay
- F. Chair's Report
- G. Designation of Items to be Placed on the Consent Agenda

IX. Finance

- A. Treasurer
 - 1. Monthly Report – February 2017 – Reports are available on the Treasurer's Webpage at: <http://www.co.champaign.il.us/treasurer/Reports.php>
 - 2. Resolution Authorizing the Execution of a Deed of Conveyance of the County's Interest or Cancellation of the Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 01-35-30-206-010 35
 - 3. Resolution Authorizing the Execution of a Deed of Conveyance of the County's Interest or Cancellation of the Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 14-03-36-301-001 36
 - 4. Resolution Authorizing the Execution of a Deed of Conveyance of the County's Interest or Cancellation of the Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 16-07-25-400-035 37
 - 5. Resolution Authorizing the Execution of a Deed of Conveyance of the County's Interest or Cancellation of the Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 19-27-23-458-001 38
 - 6. Resolution Authorizing the Execution of a Deed of Conveyance of the County's Interest or Cancellation of the Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 20-03-34-480-003 39
 - 7. Resolution Authorizing the Execution of a Deed of Conveyance of the County's Interest or Cancellation of the Appropriate Certificate of Purchase on Real Estate, Permanent Parcel 20-09-01-178-020 40
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B. <u>Auditor</u>	
1. Monthly Report –February 2017 – Reports are available on the Auditor's Webpage at: http://www.co.champaign.il.us/Auditor/countyboardreports.php	
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2. Auditor Memo Regarding Nursing Home Financial Status (<i>information only</i>)	57-58
3. Approval of Nursing Home Interim Action Plan	59-60
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E. <u>County Administrator</u>	
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2. FY2016 General Corporate Fund Budget Change Final Report (<i>to be distributed</i>)	
3. Authorization to Proceed with Request for Proposals for Underwriting Services (<i>to be distributed</i>)	
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H. <u>Designation of Items to be Placed on the Consent Agenda</u>	
X. <u>Other Business</u>	
XI. <u>Adjournment</u>	

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

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**Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, February 14, 2017
Lyle Shields Meeting Room**

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MEMBERS PRESENT: Christopher Alix, Jack Anderson, Brad Clemmons, Lorraine Cowart, Shana Crews, Aaron Esry, Stan Harper, Josh Hartke, Matt Hiser, Jim McGuire, Diane Michaels, Max Mitchell, Kyle Patterson, Patti Petrie, Jon Rector, Giraldo Rosales, Stephen Summers, James Tinsley, C. Pius Weibel

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MEMBERS ABSENT: John Jay, Robert King

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OTHERS PRESENT: Gordy Hulten (County Clerk), Tami Ogden (Deputy County Administrator/Finance), Kay Rhodes (Administrative Assistant), Rick Snider (County Administrator), Dan Welch (Treasurer)

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CALL TO ORDER

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Weibel called the meeting to order at 6:33 p.m.

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35

ROLL CALL

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Rhodes called the roll. Alix, Anderson, Clemmons, Cowart, Crews, Esry, Harper, Hartke, Hiser, McGuire, Michaels, Mitchell, Patterson, Petrie, Rector, Rosales, Summers, Tinsley, and Weibel were present at the time of roll call, establishing the presence of a quorum.

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APPROVAL OF AGENDA/ADDENDA

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MOTION by Rosales to approve the Agenda/Addenda; seconded by Petrie. **Motion carried with unanimous support.**

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APPROVAL OF MINUTES

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MOTION by Esry to approve the minutes of November 10, 2016; seconded by Anderson. **Motion carried with unanimous support.**

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PUBLIC PARTICIPATION

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James Golaszewski, Beth Schafer, Joni Barnes, and Mayor Prussing spoke on the value of retaining the University of Illinois Police Training Institute here in the community. Racial Justice Task Force members: Sara Balgoyen, Artice James, Gerry Walter, and Esther Patt, all spoke regarding the need for the County to provide a suitable meeting space for their work. Rohn Koester and James Kilgore supported the work of the Racial Justice Task Force and asked the County to provide the needed meeting space.

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48 **COMMUNICATIONS**

49

50 Alix had only recently learned from a constituent of the meeting space difficulties
51 experienced by the Racial Justice Task Force and he hoped that the issues could be resolved very
52 soon. Weibel assured Alix that he was working on better arrangements for them.

53

54 Hiser added that he had attended the last Racial Justice Task Force meeting and members
55 discussed a current data collection project, which he felt would be helpful moving forward with the
56 further discussions regarding the County Jail.

57

58 Rector called for a point of order. McGuire felt further discussion on this topic could take
59 place more appropriately under the Justice and Social Services portion of the agenda and agreed
60 that the task force needed a proper meeting space. Hiser agreed, and would share more information
61 regarding the data collection at that point in the agenda.

62

63 Crews announced that the Social Justice Dinner at the McKinley Foundation would be held
64 April 29, 2017 and nominations are still open for individuals in the community and community
65 groups for consideration of award of a \$500 stipend.

66

67 Petrie updated members regarding retired County Board member, Gary Maxwell and
68 current County Board member, John Jay.

69

70 **JUSTICE & SOCIAL SERVICES**

71 **Reentry Program**

72

73 Hiser pointed out that Rosecrance representatives were available to answer any questions
74 regarding the Community Reentry Program Quarterly Report and the proposed extension of the
75 current contract for services.

76

77 Petrie pointed out that this is the third year that the County Board has supported the
78 Community Reentry Program and she felt that the quarterly reports did not provide enough detail.

79

80 Bruce Barnard and Celeste Blodgett explained that a large part of the reentry program is
81 making the initial contact because prior to the initiation of the program, this was not happening and
82 of course, after that, it is up to these individuals to seek and participate in the opportunities presented
83 to them. Currently, 36% choose to engage in services after the initial contact. Barnard added that
84 this program does not provide services; it links individuals with community services and resources
85 geared towards their needs that are already in place.

86

87 Alix asked if the communication regarding pre-release notifications from the Department
88 of Corrections had improved. Barnard stated that they were able to get the local parole office to
89 participate in the Reentry Council. Blodgett added that she receives a weekly notice of release, but
90 she sometimes needs to check with the local office because many times parolees are not included
91 on these lists.

92

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93 Alix asked if they felt that the Reentry Program had been more successful with people
94 released from the Department of Corrections than those released from the County Jail. Barnard felt
95 that the length of incarceration presents the highest risk factor.
96

97 Alix asked Barnard to elaborate on a key point noted in the quarterly report, which was a
98 need for specialized housing, both in the jail and out in the community. Barnard explained that
99 many County jails have created segregated housing for those individuals with mental illness, which
100 provides a more therapeutic environment for these individuals.
101

102 Barnard said that the Champaign County Jail Administration has indicated a willingness do
103 this, but currently do not have the necessary facility resources to do so. Barnard added that the
104 County Jail does not have the current facilities to hold any type of reentry meetings either. Recently,
105 a MRT clinical training session was cancelled in order to accommodate a reentry meeting focus
106 group.
107

108 Barnard further stated that out in the community there is no designated housing available
109 for the homeless reentry population or those at risk of homelessness. Housing may only be available
110 if an individual has a mental illness or drug addiction. The Champaign County Housing Authority
111 has certain restrictions that do not allow for the reentry population. Alix hoped that the Housing
112 Authority would become more flexible in the future, especially when a housing candidate is an
113 active participant in the reentry program.
114

115 Petrie asked what type of progress the Reentry Council had been made to create an
116 intergovernmental agreement with the various entities for a community crisis center. Barnard
117 explained that that there were two approaches occurring simultaneously: 1) the Reentry Council,
118 whose primary focus is reentry and early contact to provide the needed community services; 2) the
119 Crisis Response Planning Committee, whose primary focus is a very detailed planning process to
120 document and identify needs, collect data and look at the criminal justice system using the
121 sequential intercept model. Barnard added that the Crisis Response Planning Committee did not
122 have enough data at this time to support the cost of a behavioral assessment center for the
123 community.
124

125 The Community Reentry Report for September 2016-November 2016 was received and
126 placed on file.
127

128 **MOTION** by Weibel to recommend County Board approval of a resolution authorizing and
129 extended contract between the County of Champaign and Rosecrance for reentry program services;
130 seconded by Hartke. **Motion carried with unanimous support.** Petrie did not want the item placed
131 on the consent agenda.
132

133 Monthly Reports

134
135 All reports were received and placed on file.
136

137 Other Business

138
139 There was no other business.

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Chair's Report

Hiser briefly discussed the methodology of data collection by the University of Illinois students for the Racial Justice Task Force. He explained that the data was coming directly from the County's justice system.

Designation of Items to be Placed on the Consent Agenda

There were no items for the Consent Agenda.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

MOTION by Weibel to recommend County Board approval of a resolution appointing Jim Goss as a County Board member from District 1 replacing Gary Maxwell for an unexpired term ending 11/30/2018; seconded by McGuire. **Motion carried with unanimous support.**

MOTION by Weibel to recommend County Board approval of a resolution appointing Kay Grabow to the Lincoln Legacy Committee, term 3/1/2017-2/28/2020; seconded by Anderson. **Motion carried with unanimous support.**

MOTION by Weibel to recommend County Board approval of a resolution appointing Darren Johnson to the Salt Fork Drainage District Board for an unexpired term ending 8/31/2019; seconded by Anderson. **Motion carried with unanimous support.**

MOTION by Weibel to recommend County Board approval of a resolution appointing Tyler Wright to the Ogden-Royal Fire Protection District Board for an unexpired term ending 4/30/2018; seconded by Harper. **Motion carried with unanimous support.**

MOTION by Weibel to recommend County Board approval of a resolution appointing Nathan Montgomery to the Rural Transit Advisory Group, term 1/1/2017-12/31/2018; seconded by Rector. **Motion carried with unanimous support.**

OMNIBUS MOTION by Weibel to recommend County Board approval of resolutions appointing Dick Norton, Wednesday Medlen, and Giraldo Rosales to the Community Action Board, Terms 1/1/2017-12/31/2019; seconded by Hartke. **Motion carried with unanimous support.**

Cowart left the meeting at 7:50 p.m.

County Clerk

OMNIBUS MOTION by Crews to receive the monthly reports for November 2016, December 2016, and January 2017; as well as the Semi-Annual Report – July 2016-December 2016 and placed them on file; seconded by Weibel. **Motion carried with unanimous support.**

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186 **MOTION** by Hartke to recommend County Board approval of a resolution to establish
187 place of election for City of Champaign #2, #3, #4, #5, #7 and #8; and Cunningham #3, #4, and #5;
188 seconded by Hiser.

189
190 Alix and Petrie supported the motion based on the State's Attorney's opinion. However,
191 they were concerned about the added costs to the County. McGuire was against the motion and
192 believed that the additional expenditures to implement this resolution would better benefit County
193 residents used elsewhere. **Motion carried with a roll call vote of 10-8.** Alix, Crews, Hartke, Hiser,
194 Patterson, Petrie, Rosales, Summers, Tinsley, and Weibel voted in favor of the motion. Anderson,
195 Clemmons, Esry, Harper, McGuire, Michaels, Mitchell, and Rector voted against it.

196
197 County Administrator
198 Monthly HR Report

199
200 November and December 2016 reports; January 2017 report received and placed on file.

201
202 Other Business

203
204 There was no other business.

205
206 Chair's Report

207
208 There was no Chair's report.

209
210 Designation of Items to be Placed on the Consent Agenda

211
212 Items A3-7 were designated for the Consent Agenda.

213
214 FINANCE

215 Treasurer

216
217 The Treasurer's reports of November 2016, December 2016, and January 2017 were
218 received and placed on file.

219
220 **OMNIBUS MOTION** by Hartke to recommend County Board approval of resolutions
221 authorizing the cancellation of the appropriate Certificate of Purchase on a mobile home, permanent
222 parcel 15-025-0132 and permanent parcel 20-032-0245; seconded by McGuire. **Motion carried**
223 **with unanimous support.**

224
225 **OMNIBUS MOTION** by Michaels to recommend County Board approval of resolutions
226 authorizing the County Board Chair to assign mobile home tax sale Certificates of Purchase on
227 permanent parcels 03-002-0138; 14-020-0168; 30-058-0148; and 30-058-0243; seconded by
228 Hartke. **Motion carried with unanimous support.**

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233 Auditor

234

235 The Auditor's reports of November 2016, December 2016, and January 2017, as well as the
236 Quarterly Report were received and placed on file.

237

238 Nursing Home

239

240 Anderson stated that the financial situation at the nursing home had not changed. The
241 nursing home currently owes approximately \$3 million to vendors. Michaels pointed out a typo on
242 the Monthly Financial Report on page 3. The report was received and placed on file.

243

244 Budget Amendments/Transfers

245

246 **MOTION** by Esry to recommend County Board approval of a resolution authorizing
247 **Budget Transfer 16-00019** for Fund/Dept. 076 Tort Immunity Tax/075 General County with a
248 total transfer of \$45,338 to pay General Corporate's share of Property/Auto/Liability insurance
249 premiums for FY2016; seconded by Michaels. **Motion carried with unanimous support.**

250

251 **MOTION** by Summers to recommend County Board approval of a resolution authorizing
252 **Budget Amendment 16-00077** for Fund/Dept. 080 General Corporate/032 Jury Commission with
253 increased appropriations of \$839 and no matching revenue for a necessary increase in the
254 Temporary Employee Salary line item; seconded by Rector. **Motion carried with unanimous
255 support.**

256

257 **MOTION** by Hartke to recommend County Board approval of a resolution authorizing
258 **Budget Amendment 16-00078** for Fund/Dept. 101 MHB/DDB CILA Facilities/054 CILA Project
259 with increased appropriations of \$20,265 with increased revenue of \$19553 for FY2016 CILA
260 Fund; seconded by Hiser. **Motion carried with unanimous support.**

261

262 **MOTION** by Esry to recommend County Board approval of a resolution authorizing
263 **Budget Amendment 17-00003** for Fund/Dept. 075 Regional Planning Commission/0795 Urbana
264 Pedestrian Plan with increased appropriations of \$36,053 with matching revenue reflecting receipt
265 of grant from the City of Urbana for the creation of a pedestrian master plan; seconded by Hartke.
266 **Motion carried with unanimous support.**

267

268 **MOTION** by Michaels to recommend County Board approval of a resolution authorizing
269 **Budget Amendment 17-00004** for Fund/Dept. 075 Regional Planning Commission/810 IDOT
270 Rantoul Transportation Plan with increased appropriations of \$42,000 with matching revenue for
271 receipt of federal funding for the Rantoul Transportation Plan; seconded by Weibel. **Motion
272 carried with unanimous support.**

273

274 **MOTION** by Hiser to recommend County Board approval of a resolution authorizing
275 **Budget Amendment 17-00005** for Fund/Dept. 075 Regional Planning Commission/811 CARE4U
276 Urbana Summer Youth Program with increased appropriations of \$30,000 and matching revenue
277 to provide human resource and payroll processing for 25 CARE4U Urbana Summer Youth Program
278 enrollees; seconded by Tinsley. **Motion carried with unanimous support.**

279

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280 County Administrator

281 General Corporate Fund Reports

282

283 Snider stated that the FY2016 revenues were expected to come in at \$1.2 million below the
284 projected budget. The four (4) significant items contributing to this were:

285

286 1. **AOIC State Reimbursement -\$740,409:** Grants-in-aid and subsidies from the

287 Administrative Office of Illinois Courts (AOIC) for probation and court services

288 salary reimbursement have been delayed. While reimbursement is generally in

289 arrears 6-months, funds received in January 2016 were in arrears 8-months. An

290 additional impact to FY2016 budgeted revenues is the result of the County's early

291 receipt of AOIC reimbursement in FY2015 (received through November 2015).

292 Current revenue projections assume receipt of one more disbursement prior to the

293 close of the fiscal year.

294 2. **Nursing Home Loan Reimbursement -\$262,115:** Historically, the Nursing Home

295 has issued Tax Anticipation Warrants in order to pay for its IMRF and FICA

296 obligations in addition to reimbursing the County for the debt service associated

297 with the 2006 construction project. In November, MPA notified the County that

298 there were insufficient funds to reimburse the County for the loan principal and

299 second interest payment.

300 3. **ILEAS Rent -\$218,475:** Mold testing and remediation planning at the ILEAS

301 building has resulted in the County moving to a short-term lease agreement. In prior

302 years, the County received rent in the current fiscal year for January-June of the

303 subsequent fiscal year. Due to the monthly agreement currently in place, rent

304 received for 2017 will be posted to the appropriate fiscal year and give the County

305 the opportunity to accurately record the revenue moving forward.

306 4. **County Clerk's Budgeted Transfer -\$71,500:** The FY2016 budget includes a

307 transfer from the County Clerk's Automation Fund to the General Fund. To

308 accommodate the 4% budget cuts and offset increased expenditures in FY2016, the

309 County Clerk proposed transferring \$50,000 in savings from his FY2015 General

310 Fund budget to the his automation fund in order to combine that savings with

311 \$21,500 from the automation fund and transfer \$71,500 back to the General Fund

312 in FY2016. Savings from the FY2015 operating budget totaled \$38,469 and the

313 funds were transferred to the County Clerk's automation fund at the close of the

314 fiscal year. The County Clerk has informed Administrative Services that he has no

315 plans to transfer the \$38,469, nor the \$21,500 to the General Fund. The County Clerk

316 also requested three (3) budget amendments totaling \$151,539 in FY2016.

317

318 The General Corporate Fund Budget Projection and Budget Change reports were received

319 and placed on file.

320

321 **MOTION** by Hartke to recommend County Board approval of a resolution authorizing the

322 abatement and reduction of taxes heretofore levied for the payment of bonds; seconded by Esry.

323 Snider pointed out that a separate resolution would be brought forth to clean-up some items they

324 discovered after discussions with bond counsel. **Motion carried with unanimous support.**

325

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326 **MOTION** by Esry to recommend County Board approval of a resolution authorizing a loan
327 to the General Corporate Fund from the Public Safety Sales Tax Fund; seconded by Anderson.
328 Petrie asked when this loan would be needed. Welch responded that the only years in which the
329 County had not borrowed were 2002, 2005 and 2016. In the years of 2011-2015, the County
330 borrowed in the month of April. Welch indicated that whenever his cash flow projections fall within
331 \$1 million, he is concerned because payroll for one (1) month is \$1.7 million. **Motion carried with**
332 **unanimous support.**

333
334 Weibel discussed a recent notice from the State of Illinois regarding the Illinois Bicentennial
335 Grant Funding Initiative. Weibel stated that if there were no objections that the County
336 Administrator would be the contact person for this initiative. There were no objections.

337 Other Business

338
339 **MOTION** by Hartke to approve application for FY2017 Justice and Mental Health
340 Collaboration Program Grant; seconded by Rosales. Snider pointed out that in the past, this item
341 had been listed as: “*Request Approval of Application, & If Awarded, Acceptance of Justice &*
342 *Mental Health Collaboration Program Grant...*”; however, they had just received notification and
343 are requesting permission for staff to move forward and develop the application to be brought back
344 for approval. **Motion carried with unanimous support.**

345 346 Chair’s Report

347
348 There was no Chair’s report.

349 350 Designation of Items for the Consent Agenda

351
352 Items A2-7; D1-6; E3-4 were designated for the Consent Agenda.

353 354 OTHER BUSINESS

355
356 **MOTION** by Hartke to recommend county Board approval of a resolution authorizing the
357 reestablishment of the Strategic Planning Committee, and appointment of the following members:
358 Weibel (Chair), King, Petrie, and Rector, with an additional member to be appointed at a later
359 date; seconded by Mitchell. **Motion carried with unanimous support.**

360 361 ADJOURNMENT

362
363 Chair Weibel adjourned the meeting at 8:23 p.m.

364
365 Respectfully submitted,

366
367
368
369 Kay Rhodes,
370 Administrative Assistant

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

Community Reentry Quarterly Report December 2016 – February 2017

February 28, 2017

Report Submitted To:
Mr. Richard Snider
County Administrator
Brookens Administrative Center
1776 E. Washington Street
Urbana, IL 61802

The Reentry Council has held 33 monthly meetings in all, three this quarter.

At the end of February 2017, more than 670 unduplicated individuals have been contacted, 485 unduplicated screenings have been conducted, and 250 unduplicated individuals have engaged in the Reentry Program, since the program's inception in 2014. To date, program participants have achieved 28 successful housing outcomes, 109 successful employment outcomes, 26 successful education outcomes, 55 successful medical outcomes, 153 successful benefits outcomes, 158 successful behavioral health outcomes, and 35 successful transportation outcomes, based on a verified linkage or goal attainment.

Reentry Staff completed a 2.5 year Program Summary Report, and updated participant recidivism rate information. For the total population of program participants, there was a 14% recidivism rate, compared to the County's reported recidivism rate of 32.65% and Illinois Department of Corrections' reported recidivism rate of approximately 50%. In addition, the report contained identified needs and linkage data for program participants.

In December, First Followers, Ann's House, Courage Connection, and Restoration Urban Ministries attended the monthly Reentry Council meeting, to provide information about their activities and services. Reentry Staff coordinate housing linkage with those providers that offer housing.

Reentry Staff presented a program update to the County Board in January, presenting the statistics and information included in the 2.5 Year Program Summary report. We appreciated the opportunity to present updated program information, as well as the Board's thoughtful analysis and consideration of continued investment in community reentry.

In an effort to advocate for closer cooperation with the Housing Authority of Champaign County (HACC), the Reentry Council sent a letter formally inviting Mr. Edward Bland to join the Council. To date, no response has been received. We continue to advocate for a demonstration project for reentry program participants.

Federal RFPs for both the Second Chance Act for adults with co-occurring disorders (SCA), and the Justice and Mental Health Collaboration Program for implementation (JMHCP) were released in January. During the January meeting, the Reentry Council had begun discussing priorities for the upcoming year, operating on the assumption that funding for the Reentry Program would be renewed.

The SCA grant is more stringent this year, requiring in-reach to incarcerated persons by the collaborative team before release, and community supervision departments to adhere to specific practices. The Probation Office has indicated they are not prepared to participate in the grant given the requirements this year and Parole has indicated that in-reach is not feasible at this time.

The Reentry Council recommended that we not expend limited resources applying for funding through the SCA grant. Instead, the Council was in consensus that staff should pursue other potential avenues of funding including the JMHCP grant and private foundations.

Respectfully Submitted By:
Bruce Barnard and Celeste Blodgett

Julia R. Rietz
State's Attorney

Barbara Mann
Chief of the Civil Division
email: bmenn@co.champaign.il.us

Donna M. Davis
Assistant State's Attorney
email: ddavis@co.champaign.il.us



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816

**Office of
State's Attorney
Champaign County, Illinois**

March 1, 2017

Mr. Matt Hiser
Justice and Social Services Committee Chair

Re: *Closed Session Minutes Review for Justice and Social Services Committee*

Dear Mr. Hiser:

Pursuant to the Illinois Open Meetings Act, a public body such as Justice and Social Services Committee is required to review its closed session minutes at least semi-annually. During this review, the Committee must determine whether the need for confidentiality still exists as to all or part of the closed minutes. If it is determined that the need for confidentiality no longer exists, the minutes must be made available for public inspection.

Please note that the Committee may enter into closed session for the purpose of review of closed session minutes pursuant to 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under the Act. Just as in open session, if the matter requires action by the Committee, the matter must have been noticed on the posted agenda. Although the body may discuss this semi-annual review in closed session, whichever conclusion the Committee draws must be reported in open session.

The County Board passed Resolution No. 7969, "Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board" on November 17th, 2011. Under the parameters established by the full board in Resolution 7969, none of the minutes are ripe for review to be opened.

Sincerely,

A handwritten signature in cursive script that reads "Donna M. Davis".

Donna M. Davis

DMD/jms

CC: Kay Rhodes, Administrative Services



TO: Champaign County Board
FROM: Zoe Keller, CCRPC / Champaign County Program Compliance and Oversight Monitor (PCOM)
DATE: March 23rd, 2017
RE: Recommendation to Appoint Nancy Greenwalt to the Rural Transit Advisory Group for Term January 1, 2017 to December 31, 2018

REQUESTED ACTION: Approve attached Champaign County Rural Transit Advisory Group (RTAG) Appointment Request Form for Nancy Greenwalt.

BACKGROUND: The Champaign County Rural Transit Advisory Group (RTAG), a subcommittee of the County Board, is responsible for oversight of the Champaign County Area Rural Transit System (C-CARTS). In addition to one member being a County Board liaison, the RTAG strives to have at least one member who represents each of the following areas: seniors, individuals with disabilities, low-income persons, medical, education, and employment. Currently, all of these areas are represented with the exception of the medical field.

APPOINTMENT

Nancy Greenwalt is the Director of Promise Healthcare and its programs Frances Nelson and SmileHealthy, which provide vital health services for residents of Champaign County. For over 25 years, she has worked as an advocate for healthcare and health access issues for underserved populations. Her appointment to the RTAG would round out the group and provide needed input from the healthcare perspective.

STAFF RECOMMENDATION: Champaign County's Program Compliance and Oversight Monitor (PCOM) recommends Nancy Greenwalt for appointment to the Rural Transit Advisory Group, for the term January 1, 2017 to December 31, 2018.

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Nancy Greenwalt

ADDRESS: 819 Bloomington Road Champaign IL 61820
Street City State Zip Code

EMAIL: ngreenwalt@promisehealth.org PHONE: (217) 403-5401

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Rural Transit Advisory Group

BEGINNING DATE OF TERM: 1/1/2017 ENDING DATE: 12/31/2018

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

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

The commission's bylaws require that the RTAG include a health care provider. I serve as the director of Promise Healthcare and its programs Frances Nelson and SmileHealthy. I have been working on healthcare and health access issues as an organizer and nonprofit director for over 25 years. I hope to bring a provider perspective and experience working with underserved populations to RTAG.

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

I understand that the role as a member of RTAG is to advise on transportation needs, foster coordination of transportation services, review services, and recommend improvements. I plan to prepare for meetings, listen and learn as I will be a new member, and when appropriate offer my perspective.

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

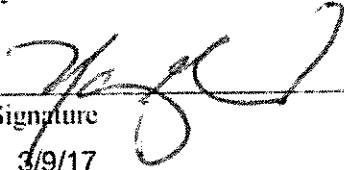
If appointed, I plan to attend and participate in their quarterly meetings, educate and advocate in the community for coordinated transportation services, and assist staff as appropriate. As an advisory group, I am not aware of RTAG having property holdings or authority for levies or fees.

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

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

Yes No If no, please explain:

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



Signature
3/9/17

Date



TO: Champaign County Board
FROM: Lisa Benson, CCRPC / Community Services Director
DATE: March 10, 2017
RE: Recommendation of Appointments to the Community Action Board

REQUESTED ACTION: Approve attached Champaign County Community Action Board (CAB) Appointment/ Reappointment form for Sister Karen Carlson.

BACKGROUND: The Champaign County Community Action Board (CCCAB) is an advisory board to the Champaign County Regional Planning Commission (CCRPC) and is assigned to oversee certain social service programs in Champaign County. The CCCAB shall consist of fifteen members with one-third of its member's representatives of the poor, one-third of its members elected officials or their delegates, and one-third of its member's representatives of business, industry, or other major groups and interests.

STAFF RECOMMENDATION: Recommendation to appointment Sister Karen Carlson to the Champaign County Community Action Board for the term April 1, 2017 to March 31, 2020.

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Karen Carlson

ADDRESS: 301 N. Wright St. Champaign IL 61820
Street City State Zip Code

EMAIL: karen.carlson@presencehealth.org PHONE: 815-353-1524

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Community Action Board

BEGINNING DATE OF TERM: 4/1/2017 ENDING DATE: 3/31/2020

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

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

I work daily with those experiencing financial issues; physical problems, mental illness and addiction; homelessness; the inability to get housed due to lack of income and other needs including ability to afford medication or co-pay for meds and drs. appts. Many also have need for food assistance.

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

The role of a Community Action Board member is to provide support to the Community Action Agency in efforts to develop and deliver services to address the needs of households in Champaign County affected by poverty.

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

The Community Action Board oversees a number of the social service programs administered by the Champaign County Regional Planning Commission, advising on community needs and resources.

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

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

Yes No If no, please explain:

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

Dr. Karen Carlson, JSSCM, LSW
Signature

3/9/17
Date



Public Health
Prevent. Promote. Protect.

**Champaign County
Public Health Department**

To: Champaign County Board

From: Jim Roberts, Director of Environmental Health *JR*
Champaign-Urbana Public Health District

Date: December 16, 2016

Re: An Ordinance Amending Fees for the Champaign County Public Health Department

Background

Per ordinance, the Board of Health shall annually review the fee schedule to determine its sufficiency and efficacy in promoting the purposes of the ordinance. Additionally, per ordinance, the Board of Health shall set fee amounts that recover, on average, and in the aggregate, as much as possible the full cost, including fully apportioned indirect expenses, incurred in providing a specific service or of administering and enforcing specific provisions, without the fees being in its judgment, unduly burdensome or so high that they would discourage compliance or conflict with the purposes of the ordinance.

The Board of Health recognizes that there is some volatility in future funding through grants. For example, it was unknown until late in the State of Illinois FY2016 if the Illinois Department of Public Health's Local Health Protection Grant (\$125,403) was going to be received.

The Board of Health has not changed the fee structure or fees for the Private Sewage Disposal Program or the Potable Water Supply Program (minus the addition in 2015 of the new required closed loop well services) since the start of local health department activities in 1998. In the Food Protection Program, the fee structure also has not changed since the start of local health department activities in 1998; however, fee amounts have increased in steps since 1998, e.g. Category I fee was \$150 in 1998 and is \$400 in 2016.

Analysis

For each program, the Board of Health reviewed the required activities as listed in the Illinois Department of Public Health's Program Standards; historical program numbers; two-year actual, average expenditures; average cost per permit issued (water well and on-site sewage disposal); and

revenue, including the percentages based on local property taxes, Illinois Department of Public Health Local Health Protection Grant (LHPG), and local fees.

For comparison with other county health departments, the Board of Health reviewed fee structure and fees with two sets of local health departments. The first set was from Illinois and included McLean County, Sangamon County, and Peoria City/County. The second set included counties in similar metropolitan statistical areas (Champaign County Economic Development Corporation, October 2011) that included McLean County, IL; Ann Arbor/Washtenaw County, MI; Madison/Dane County, WI, and Bloomington/Monroe County, IN.

After comparing, the Board of Health reviewed fee structure and fees. In addition to retaining the current fee structures, there are additional fee-based activities and added fee structure based on scale or type so that one fee does not fit all sizes. Also, fees were changed to ensure that services are appropriately paid for by users and in the cases of private property infrastructure (e.g. water wells and septic systems), the goal is to have no taxes (local property and LHPG) subsidizing the installation. Highlights for each program include:

Private Sewage Disposal Program

1. Adding new fee-based activities of "additional compliance inspection," "construction or operations without applicable permit," and "repair/replacement of a single component."
2. Adding new fee structure based on scale for non-residential system size (as is current practice, the fee for a residential system is the same, independent of size).
3. Increasing construction and inspection permit fees for septic systems to approximate health department's average expenditure with reduced/no tax subsidy.

Potable Water Supply Program

1. Adding new fee-based activities of "additional compliance inspection," "construction or installation operations without approved permit," and "variance."
2. Keeping the recently added (2015) closed loop well construction fee structure and fees the same.
3. Increasing construction permit and inspection fee for water wells to approximate health department's average expenditure with reduced/no tax subsidy.

Food Protection Program

1. Rejecting my proposed "incentive fee" rebate to encourage posting of inspection notice placards, thus keeping annual operating permit fees the same or pending approval of size-based fees, an increase for medium (\$30) and large size (\$50) establishments.
2. Adding new fee-based activities, e.g. fees for additional "correction verification after two visits", "more than two plan review on-site final scheduled inspections," "late return of permit application for not-for-profit," "variance," "late return of Major Correction Violation Form," "construction/remodeling before plans submitted", "more than two plan revisions submitted for review", and "plan review fee for Special Processes."



3. Adding size-based fee scale for Annual Operating Permits. Size, square feet (sq. ft.) as determined in Footnote ⁵ of the table, with fee increments for Annual Operating Permits using the current Category classification. E.g. currently same fee is charged for inspections for a dollar store grocery and a big-box grocery store. Fees for the smallest sq. ft. remain the same, while the medium and largest sq. ft. would increase \$30 and \$50 respectively.
4. Readjusting the sq. ft. scale ranges/fees for plan review and adding a fee for < 100 sq. ft. plans.
5. Changing the Re-inspection (follow-up enforcement) fee from \$25/hour to a flat fee of \$200.
6. Keeping temporary permit fees the same, but increasing late application by \$25 to \$50.
7. Keeping 'no fee' for qualifying not-for-profit food establishments.

Budget Impact

1. Increasing the private sewage disposal and potable water programs' fees for construction permits and inspections for private property infrastructure will reduce the tax subsidy (goal is \$0). Tax dollars remain for the 'no fee' required program activities.
2. Taxes for these programs could also then be used to fund other programs, e.g. to keep plan review fees below actual expenditures to not discourage new business development; to fund other core programs, e.g. communicable disease; or to increase other program activities, e.g. mosquito surveillance. For example, using the proposed fees with the FY2015 permit numbers would have increased fee income by \$28,350 (\$19,150 private sewage + \$9,200 potable water).
3. Increased income from Annual Operating Permits based on sq. ft. has not been determined because the food establishment sq. ft. frequency distribution is unknown at this time. (I did not want to spend staff time calculating sq. ft. if you did not approve sq. ft. as a scale. However, to get an idea of the distribution, from April 01-July 31, 83% of new proposed food establishments in the county jurisdiction were between 1-1000 sq. ft. which is the small size group). Any fee increase would help reduce the percentage of tax dollars used to support the program which is about 58.4 per cent.
4. Increasing the fees also reduces the impact of inflation of 48.1% from 1998 to 2016 (<http://www.usinflationcalculator.com/>).

Recommendation

The proposed program fee structures and fees will update the Champaign County Public Health Department from 1998 to 2016. It will fulfill the Board of Health's charge to review the fee schedule to determine its sufficiency and efficacy in promoting the purposes of the Health Ordinance. The proposed ordinance amending the fees is attached.

Options

1. Approve AN ORDINANCE AMENDING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY effective January 2017.
2. Continue to operate with the existing fee structure and fees as in Ordinance No. 975.



ORDINANCE NO. ____

AN ORDINANCE ESTABLISHING AMENDING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY

~~WHEREAS, the Champaign County Public Health Department was created by referendum passed on November 4, 1996;~~

~~WHEREAS, the Champaign County Board adopted Resolution Number 3812, Resolution Establishing a County Health Department on April 15, 1997 and the Champaign County Board correspondingly appointed a Board of Health;~~

WHEREAS, the Champaign County Board adopted Ordinance No. 969, *Health Ordinance of Champaign County, Illinois*, on November 10, 2015; and

WHEREAS, the Champaign County Board, through the *Health Ordinance of Champaign County, Illinois*, sub-paragraphs 12.1.2 and 12.2.1.3, authorized and directed the Board of Health to establish a fee for any service provided or action required to administer and enforce that Ordinance, and to annually review the fee schedule to determine its sufficiency and its efficacy in promoting the purposes of that Ordinance; and

WHEREAS, the Champaign County Board adopted Ordinance No. 975, *An Ordinance Establishing Fees Under the Health Ordinance of Champaign County, Illinois*, on December 17, 2015; and

WHEREAS, the Board of Health has determined that the fee schedule requires changes and additions in order to meet the goals of the *Health Ordinance of Champaign County, Illinois*

NOW, THEREFORE, BE IT ORDAINED by the Board of Health of the Champaign County Public Health Department that the following is and shall be the amended fee schedule for the *Health Ordinance of Champaign County, Illinois*:

FEE SCHEDULE FOR HEALTH ORDINANCE OF CHAMPAIGN COUNTY, ILLINOIS

- ~~A. PLAN REVIEW FEES (FOOD SERVICE ESTABLISHMENTS) Plan review fees are based on square footage of food service areas (ex: kitchen, food storage, bars, wait stations, soda stations, etc.) Also include toilet rooms and outside storage sheds.~~
- ~~a. NEW CONSTRUCTION OR CONVERSION OF EXISTING STRUCTURES:~~
- ~~i. 100 to 1,000 square feet ————— \$200~~
 - ~~ii. Over 1,000 to 10,000 square feet — \$300~~
 - ~~iii. Over 10,000 to 50,000 square feet — \$400~~
 - ~~iv. Over 50,000 square feet and up — \$500~~
- ~~b. EXTENSIVE REMODEL OR CHANGE OF OWNER: 75% or greater of (a)~~
- ~~i. 100 to 1,000 square feet ————— \$150~~
 - ~~ii. Over 1,000 to 10,000 square feet — \$225~~
 - ~~iii. Over 10,000 to 50,000 square feet — \$300~~

- iv. ~~Over 50,000 square feet and up~~ — \$375
- c. ~~MINOR REMODEL: less than 75% of (a)~~
 - i. ~~100 to 1,000 square feet~~ — \$100
 - ii. ~~Over 1,000 to 10,000 square feet~~ — \$150
 - iii. ~~Over 10,000 to 50,000 square feet~~ — \$200
 - iv. ~~Over 50,000 square feet and up~~ — \$250

B. ANNUAL OPERATING PERMIT FEES (FOOD SERVICES) — Annual permit fee should not be submitted until your facility is ready to open. Please do not submit it with your plan review information.

- a. ~~Category 1~~ — \$400 (December 1 — May 31) — \$200 (June 1 — November 30)
- b. ~~Category 2~~ — \$300 (December 1 — May 31) — \$150 (June 1 — November 30)
- c. ~~Category 3~~ — \$150 (December 1 — May 31) — \$75 (June 1 — November 30)

C. SPECIAL FEES (FOOD SERVICES)

- a. ~~Temporary Events (one day)~~ — \$50
- b. ~~Temporary Events (two to fourteen consecutive days)~~ — \$75
- c. ~~Reinspection Fee~~ — \$25 per hour
- d. ~~Permit Reinstatement Fee~~ — \$50
- e. ~~Health Permit (replacement copy)~~ — \$5
- f. ~~Food Code Book (replacement copy)~~ — \$8
- g. ~~Late Fee~~ — \$25

D. SEWAGE PROGRAM FEES

- a. ~~Private Sewage System Construction Permit~~ — \$200
- b. ~~Variance~~ — \$200
- c. ~~Sewage Code Book~~ — \$8
- d. ~~Plat Review~~ — 1-10 lots — \$200
Each lot over 10 — \$15

E. WATER PROGRAM FEES

- a. ~~Private Water Well Construction~~
 - i. ~~Permit~~ — \$100
 - ii. ~~Inspection Fee~~ — \$100
- b. ~~Closed Loop Well System (new or modification)~~
 - i. ~~Construction Permit~~
 - 1. ~~\$100 for the first 10 boreholes~~
 - 2. ~~\$10 for each additional borehole~~
 - ii. ~~Inspection~~
 - 1. ~~Residential~~ — \$150
 - 2. ~~Non residential~~ — \$300
- c. ~~Water Well Testing for Non-valid Public Health Reasons (coliform only)~~ — \$49

F. MISCELLANEOUS FEES

- a. ~~Insufficient Funds Fee~~ — \$25
- b. ~~Freedom of Information Act Copying Fees~~
 - i. ~~Black & white, letter or legal size~~ — 1-50 pages — Free
51st page + — \$0.15 per page
 - ii. ~~Color, letter or legal size~~ — Actual cost of copies
 - iii. ~~Other media~~ — Actual cost of media

~~This FEE SCHEDULE shall be effective immediately upon its ratification.~~

~~The Champaign County Health Department shall cause this Fee Schedule to be published in whatever form the *Health Ordinance of Champaign County, Illinois*, is or will be published, including but not limited to posting the Fee Schedule at the offices of the Champaign County Health Department, in a place or places readily apparent to the public, and on the website of the Champaign County Health Department.~~

~~____ PRESENTED, PASSED, APPROVED and RECORDED this ____ day of
December, A.D. 2015.~~

Chair
Champaign County Board of Health

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING FEES UNDER THE
HEALTH ORDINANCE OF CHAMPAIGN COUNTY**

WHEREAS, the Champaign County Board, through Ordinance No. 969, the *Health Ordinance of Champaign County, Illinois*, sub-paragraphs 12.1.2 and 12.2.1.3, authorized and directed the Board of Health to establish a fee for any service provided or action required to administer and enforce that Ordinance, and to annually review the fee schedule to determine its sufficiency and its efficacy in promoting the purposes of that Ordinance;

WHEREAS, the Champaign County Board adopted Ordinance No. 975, *An Ordinance Establishing Fees Under the Health Ordinance of Champaign County, Illinois*, on December 17, 2015; and

WHEREAS, the Champaign County Board of Health has determined that the fee schedule requires changes and additions in order to meet the goals of the *Health Ordinance of Champaign County, Illinois* and has recommended such changes to the Champaign County Board;

NOW, THEREFORE, BE IT ORDAINED by the Champaign County Board that the following is and shall be the amended fee schedule for the *Health Ordinance of Champaign County, Illinois* effective on the date provided below:

FEE SCHEDULE FOR HEALTH ORDINANCE OF CHAMPAIGN COUNTY, ILLINOIS

[This space intentionally blank.]

Private Sewage Disposal Program	Fee
Complaint investigations	No fee
Consultation and education (office or on-site)	No fee
Pumping Contractor Activities	
Complaint investigation	No fee
Hauling equipment inspection	No fee
Land application site inspection	No fee
Storage facility inspection	No fee
Construction Activities	
Construction permit with compliance inspection (maximum 2 on-site visits)	
Residential	\$450
Non-residential 1-500 gallons/day (GPD)	\$600
Non-residential 501-1500 GPD	\$750
Non-residential 1501+ GPD	\$900
Additional compliance inspection	\$150
Construction or operation without applicable permit	2 x construction permit with inspection or repair/replacement fee
Repair/replacement of a single component (construction permit with 1 inspection)	\$300
Variance	\$200
Subdivision Plat Review	
1-10 lots	\$200
Each lot over 10	\$15/lot

[This space intentionally blank.]

Potable Water Supply Program	Fee
Water Well Construction	
Construction permit (Illinois statute)	\$100
Compliance inspection (maximum 2 on-site visits)	\$300
Water Well Sampling	
Valid public health significance (illness, infant, new, or investigation)	No fee
Other requests: sampling and testing (coliform only)	\$49
Closed Loop Well Construction	
Construction permit (Illinois code) 1-10 bore holes (+ per bore hole after 10)	\$100 (+ \$10)
Compliance inspection--residential	\$150
Compliance inspection--non-residential	\$300
Non-community Transient Water Supplies (NCTS)	
Biennial field inspection	No fee
Monitoring required water testing	No fee
Other	
Additional compliance inspection	\$150
Complaint investigations	No fee
Consultation or education (office or on-site)	No fee
Construction or installation without approved permit	2x permit with inspection fees
Sealing permit for abandoned water wells and closed loop wells	No fee
Variances	\$200

[This space intentionally blank.]

Food Protection Program		Fee
Annual Operating Permit (AOP) ^{1,2,3}		
	Category I ¹⁴	sq. ft. ⁵
		1-1000 \$400
		1001-3000 \$430
		>3000 \$450
	Category II ¹⁴	sq. ft. ⁵
		1-1000 \$300
		1001-3000 \$330
		>3000 \$350
	Category III ¹⁴	sq. ft. ⁵
		1-1000 \$150
		1001-3000 \$180
		>3000 \$200
Plan Review ^{3,4}		sq. ft. ^{5,6}
	New Construction ⁷	1-1000 \$200
		1001-2000 \$250
		2001-3000 \$300
		3001-5000 \$350
		>5000 \$400
	Remodel ⁸	75% of New Construction sq. ft. fee
	Equipment replacement or finish repair ⁹	No fee
	Construction/remodeling that begins before plans have been submitted and date stamped	2x New Construction sq. ft. fee
	Resubmitted or modified plans after plan approval	50% of New Construction sq. ft. fee per each revision
	More than two plan revisions required for review and approval	50% of New Construction sq. ft. fee per each revision
	More than two on-site scheduled final inspections	\$150 each inspection
	Plan review consultations/follow-ups (office or on-site) ¹⁰	No fee
	Plan Review fee for Special Processes ¹¹ with HACCP Plan (per Special Process) as part of an AOP	\$100/hour in 15 minute increments; incorporate process into AOP
Temporary Permit ³		
	One Day	\$50
	2-14 Days	\$75
	Late (less than 72 hours prior to day of event) application and/or fee submitted	\$50

Food Protection Program – Other Fees ³		Fee
	Correction verification ¹² after 2 visits (follow-up enforcement)	\$75 each visit
	Insufficient funds--Returned check	\$35
	Late payment of AOP	\$250
	Late return of AOP application for not-for-profit	\$10
	Late return of Major Violation Correction Form	\$10/CUPHD business day
	Re-inspection (follow-up enforcement)	\$200
	Reinstatement (after closure)	\$50
	Replacement of AOP (paper copy)	\$5
	Replacement of Food Code (paper copy)	\$0.02 per printed page
	Variance	\$200
No Fee Activities		
	Complaint Investigation	No fee
	Consultations	No fee
	Correction Verification ¹² ≤ 2 visits	No fee
	Disaster Response	No fee
	Enforcement Actions ¹¹	No fee
	Food Safety Education	No fee
	Illness Surveillance and Investigation	No fee

Food Protection Program Footnotes

- ¹ AOP is valid for 1 year from December 1st-November 30th.
- ² AOP fee prorated at 50% if AOP issued between June 1st and November 30th.
- ³ All fees are non-refundable except where allowed in Section 12.3 in Health Ordinance No. 969.
- ⁴ Does not include AOP and fee is valid for one (1) year from date received.
- ⁵ Sq. ft. = area under health permit, including but limited to kitchen, bar, wait/service stations, food/single-service item storage, employee/public toilet rooms, mechanical merchandise area, & garbage storage.
- ⁶ If mobile unit, then combine mobile + commissary area.
- ⁷ Includes facilities not previously permitted as a food establishment; previously permitted, but now an Inactive facility; or if a new additional permit is added to a currently permitted facility.
- ⁸ Includes changes to an Active status food establishment to the physical space, finish surfaces, equipment addition, or equipment installation as a result in a change of menu, change in food preparation or service procedures, or change in equipment "footprint". It does not include redecorating, cosmetic refurbishing, or altering seating design.
- ⁹ Equipment, finish surface, or infrastructure minor repair, service or maintenance; "like-for-like" equipment exchanges; and additions of minor equipment that require no installation or modifications of existing fixtures (such as countertop "plug-in" equipment, equipment or finishes.
- ¹⁰ Limited to approval or disapproval and discussing solution options, but no layout design.
- ¹¹ As identified in the current FDA Food Model Code.
- ¹² Of a procedure, equipment check, or items on the Major Violation Correction Form.
- ¹³ Except penalty in Chapter 11 of Health Ordinance of Champaign County, No. 969.
- ¹⁴ Relates to the types of food and food preparation, as defined in the Illinois Food Code.

This FEE SCHEDULE shall be effective upon passage.

The Champaign County Health Department shall cause this Fee Schedule to be published in whatever form the *Health Ordinance of Champaign County, Illinois*, is or will be published, including but not limited to posting the Fee Schedule at the offices of the Champaign County Health Department, in a place or places readily apparent to the public, and on the website of the Champaign County Health Department.

PRESENTED, PASSED, APPROVED and RECORDED this _____ day of January
A.D. 2017.

Chair
Champaign County Board

ATTEST:

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



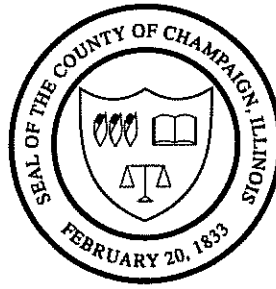
Gordy Hulten
Champaign County Clerk
Champaign County, Illinois

1776 East Washington Street
Urbana, IL 61802
Email: mail@champaigncountyclerk.com
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
2017

Liquor Licenses & Permits	-
Civil Union License	0.00
Marriage License	4,620.00
Interests	27.82
State Reimbursements	-
Vital Clerk Fees	20,151.75
Tax Clerk Fees	7,670.74
Refunds of Overpayments	<u>41.12</u>
TOTAL	32,511.43
Additional Clerk Fees	1,272.00



OFFICE OF THE
COUNTY ADMINISTRATOR

**MONTHLY HR REPORT
FEBRUARY 2017**

VACANT POSITIONS LISTING

FUND	DEPT	POSITION TITLE	HOURLY RATE	REG HRS	REGULAR SALARY	FY 2017 HRS	FY 2017 SALARY
80	16	Admin Assistant	\$15.57	1950	\$30,361.50	1950	\$30,361.50
80	22	Deputy County Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	30	Legal Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	30	Sr Legal Clerk	\$14.52	1950	\$28,314.00	1950	\$28,314.00
80	41	PT Legal Secretary	\$14.52	780	\$11,325.60	780	\$11,325.60
80	140	Clerk	\$13.70	1950	\$26,715.00	1950	\$26,715.00
80	140	Court Security Officer	\$18.15	2080	\$37,752.00	2080	\$37,752.00
80	140	PT Master Control Ofcr	\$15.57	1040	\$16,192.80	1040	\$16,192.80
80	141	Legal Secretary	\$14.52	1950	\$28,314.00	1950	\$28,314.00
83	60	Senior Engineer	\$25.19	2080	\$52,395.20	2080	\$52,395.20
91	248	PT Kennel Worker	\$13.70	1040	\$14,248.00	1040	\$14,248.00
92	74	Law Librarian	\$17.16	1040	\$17,846.40	1040	\$17,846.40
-- TOTAL --						\$316,894.50	\$316,894.50

UNEMPLOYMENT REPORT

Notice of Claims received - 7

Nursing Home - 2

RPC/WIA - 1

Head Start - 3

Highway - 1

Benefit Determination - 1

Head Start - denied - 1

PAYROLL REPORT

FEBRUARY PAYROLL INFORMATION

Pay Group	2/3/2017		2/10/2017 FSC RETRO	
	EE's Paid	Total Payroll \$\$	EE's Paid	Total Payroll \$\$
General Corp	505	\$935,503.20	8	\$931.30
Nursing Home	207	\$254,595.67		
RPC/Head Start	222	\$275,750.65		

Total	934	\$1,465,849.52	8	\$931.30
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2/17/2017

<u>Pay Group</u>	<u>EE's</u> <u>Paid</u>	<u>Total Payroll</u> \$\$
General Corp	505	\$927,080.77
Nursing Home	205	\$234,924.02
RPC/Head Start	229	\$274,040.05
Total	939	\$1,436,044.84

HEALTH INSURANCE/BENEFITS REPORT

Total Number of Employees Enrolled: 721

General County Union:

Single 203; EE+spouse 29; EE+child(ren) 79; Family 27; waived 53

Nursing Home Union:

Single 51; EE+spouse 9; EE+child(ren) 5; Family 2; waived 18

Non-bargaining employees:

Single 104; EE+spouse 43; EE+child(ren) 38; Family 10; waived 50

Life Insurance Premium paid by County: \$1,851.33

Health Insurance Premium paid by County: \$423,617.18

TURNOVER REPORT

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

General County

February 2017: .69% average over the last 12 months

February 2017: 4 out of 579 Employees left Champaign County: 3 resignations, 1 retirement

WORKERS' COMPENSATION REPORT

Entire County Report	February 2017	February 2016
New Claims	4	9
Closed	10	11
Open Claims	31	32
Year To Date Total	13	30
(On-going # of claims filed)		

EEO REPORT

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

Feb 2017 Monthly EEO Report General County Only		Kennel Worker_AC	
Total Applicants	45	45	
Male	12	12	
Female	32	32	
Undisclosed	1	1	
Hispanic or Latino	2	2	
White	38	38	
Black or African-American	2	2	
Native Hawaiian or Other Pacific Islander	0	0	
Asian	0	0	
American Indian or Alaska Native	0	0	
Two or more races	2	2	
Undisclosed	1	1	
Veteran Status	2	2	

ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT

Agendas Posted	15	Meetings Staffed	6	Minutes Posted	7
Appointments Posted	3	Notification of Appointment	7	Contracts Posted	5
Calendars Posted	6	Resolutions Prepared	36	Ordinances Prepared	1

Julia R. Rietz
State's Attorney

Barbara Mann
Chief of the Civil Division
email: bmanna@co.champaign.il.us

Donna M. Davis
Assistant State's Attorney
email: ddavis@co.champaign.il.us



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816

**Office of
State's Attorney
Champaign County, Illinois**

March 1, 2017

Mr. Giraldo Rosales
Policy, Personnel & Appointments Committee Chair

Re: *Closed Session Minutes Review for Policy, Personnel & Appointments Committee*

Dear Mr. Rosales:

Pursuant to the Illinois Open Meetings Act, a public body such as Policy, Personnel & Appointments Committee is required to review its closed session minutes at least semi-annually. During this review, the Committee must determine whether the need for confidentiality still exists as to all or part of the closed minutes. If it is determined that the need for confidentiality no longer exists, the minutes must be made available for public inspection.

Please note that the Committee may enter into closed session for the purpose of review of closed session minutes pursuant to 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under the Act. Just as in open session, if the matter requires action by the Committee, the matter must have been noticed on the posted agenda. Although the body may discuss this semi-annual review in closed session, whichever conclusion the Committee draws must be reported in open session.

The County Board passed Resolution No. 7969, "Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board" on November 17th, 2011. Under the parameters established by the full board in Resolution 7969, none of the minutes are ripe for review to be opened.

Sincerely,

A handwritten signature in cursive script that reads "Donna M. Davis".

Donna M. Davis

DMD/jms

CC: Tammy Asplund, Administrative Services
Kay Rhodes, Administrative Services



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

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

AYRES TOWNSHIP

PERMANENT PARCEL NUMBER: 01-35-30-206-010

As described in certificates(s) : 3 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, A1 Quality Builders Corp., has bid \$859.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$461.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$859.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$461.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN



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

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

LUDLOW TOWNSHIP

PERMANENT PARCEL NUMBER: 14-03-36-301-001

As described in certificates(s) : 135 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Jacqueline A. Nettles, has bid \$675.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$277.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$675.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$277.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-002

RESOLUTION



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

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

NEWCOMB TOWNSHIP

PERMANENT PARCEL NUMBER: 16-07-25-400-035

As described in certificates(s) : 193 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Latif Khan, Riffat Khan, Muhammad Khan & Habiba Khan, has bid \$1,276.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$878.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,276.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$878.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-003



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

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

PHILO TOWNSHIP

PERMANENT PARCEL NUMBER: 19-27-23-458-001

As described in certificates(s) : 222 sold October 2013

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FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Dan Smith, has bid \$1,250.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$852.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,250.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$852.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-004



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

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

RANTOUL TOWNSHIP

PERMANENT PARCEL NUMBER: 20-03-34-480-003

As described in certificates(s) : 253 sold October 2010

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C. C. TREAS. OFF.

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

WHEREAS, A1 Quality Builders Corp., has bid \$851.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$453.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$851.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$453.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-005



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

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

RANTOUL TOWNSHIP

PERMANENT PARCEL NUMBER: 20-09-01-178-020

As described in certificates(s) : 244 sold October 2013

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C. C. TREAS. OFF.

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

WHEREAS, Latif Khan, Riffat Khan, Muhammad Khan & Habiba Khan, has bid \$3,678.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$2,722.50 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$3,678.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$2,722.50 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-006



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

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

SOUTH HOMER TOWNSHIP

PERMANENT PARCEL NUMBER: 26-30-09-165-001

As described in certificates(s) : 388 sold October 2013

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C. C. TREAS. OFF.

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

WHEREAS, Latif Khan, Riffat Khan, Muhammad Khan & Habiba Khan, has bid \$3,786.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$2,803.50 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$3,786.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$2,803.50 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-010

RESOLUTION



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

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

RANTOUL TOWNSHIP

PERMANENT PARCEL NUMBER: 20-09-01-179-007

As described in certificates(s) : 246 sold October 2013

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FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Jamie Bunting, has bid \$1,065.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$667.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,065.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$667.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-007



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

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

RANTOUL TOWNSHIP

PERMANENT PARCEL NUMBER: 20-09-28-305-018

As described in certificates(s) : 304 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Anthony F. Grilo, has bid \$748.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$350.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$748.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$350.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-008



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

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

SADORUS TOWNSHIP

PERMANENT PARCEL NUMBER: 22-31-07-451-013

As described in certificates(s) : 329 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Robert A. Mitcheff, II, has bid \$1,266.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$868.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,266.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$868.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-009



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

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

URBANA TOWNSHIP

PERMANENT PARCEL NUMBER: 30-21-15-205-040

As described in certificates(s) : 492 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Allen M. Crotts, has bid \$1,277.85 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$879.85 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,277.85.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$879.85 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-011



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

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

CITY OF CHAMPAIGN TOWNSHIP

PERMANENT PARCEL NUMBER: 41-20-09-228-051

As described in certificates(s) : 729 sold October 2011

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Nasty Joe's, LLC, c/o Brian John Nastruz, has bid \$720.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$322.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$720.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$322.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-012



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

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

CITY OF CHAMPAIGN 2 TOWNSHIP

PERMANENT PARCEL NUMBER: 41-20-09-229-037

As described in certificates(s) : 578 sold October 2013

RECEIVED
FEB 27 2017
C. C. TREAS. OFF.

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

WHEREAS, Nasty Joe's, LLC, c/o Brian John Nastruz, has bid \$1,111.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$713.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,111.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$713.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

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

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-17-013

March 7, 2017
Mr. Pius Weibel
Champaign County Board

Board of Review Yearly Report

The Board of Review (Dianne Hays, Zebo Zebe, Elizabeth Burgener-Patton) has completed it's work for the 2016 assessment year. We officially signed the assessment books on February 24, 2017 and forwarded them to the County Clerk.

Board of Review Summary of Work

	<u>2014</u>	<u>2015</u>	<u>2016</u>
Complaint Appeals	1213	1062	1252
PTAB Appeals	16	23	0
Exemption Requests	139	362	104
Certificates of Error	219	210	231
Omitted Properties	30	33	22
Board's Own Motions(changes other than complaints)	805	629	760
Requests for > \$100,000 Assessed Value	33	25	54

Of Special Interest

Mark Whitsitt left the Board of Review to accept the interim Supervisor of Assessments position. Paula Bates accepted the permanent Supervisor of Assessments position. The Board of Review Opening due to Mark leaving remained open.

There were a total of 1282 complaints filed. Campus area commercial properties had been revalued by the township assessor; therefore, we had a large increase in complaints for properties with requests for more than \$100,000 assessed value. Dianne's commercial expertise and experience was invaluable this year in dealing with these complaints. Even though we were down one member, Diane and Liz viewed and processed all the complaints within the normal timeframe.

In November, Zebo Zebe attended hearings for the Board of Review. In December, we welcomed Zebo as our third Board of Review member. He is a University of Illinois graduate where he was a member of the track team. Zebo is a Realtor and Real Estate Trainee Appraiser.

As always, the Board of Review could not perform all its functions without the outstanding teamwork of the Supervisor of Assessments and her entire staff. We thank you for your support as well. Please don't hesitate to stop by or call us any time with questions, concerns or suggestions.

Elizabeth Burgener-Patton
Chair, Board of Review

To: Nursing Home Board of Directors
Champaign County Nursing Home

From: Scott Gima
Manager

Date: March 9, 2017

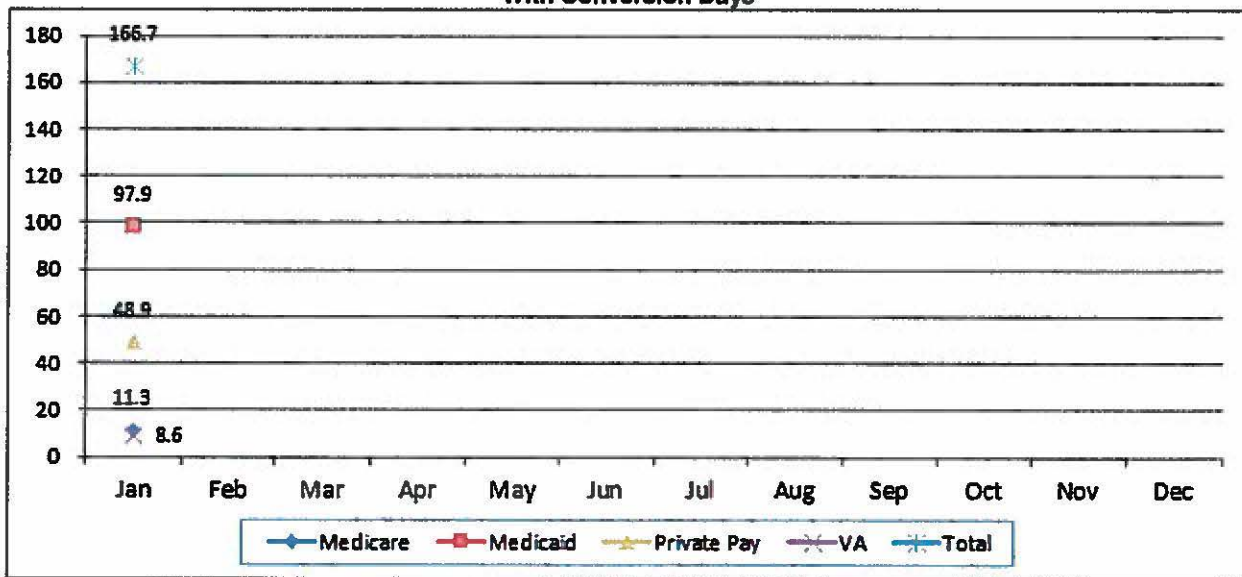
Re: January 2017 Financial Management Report

The January financials are reviewed below.

Statistics

January's census was 166.7 with 11.3 Medicare and 8.6 VA. There were 30 Medicaid conversion days in January.

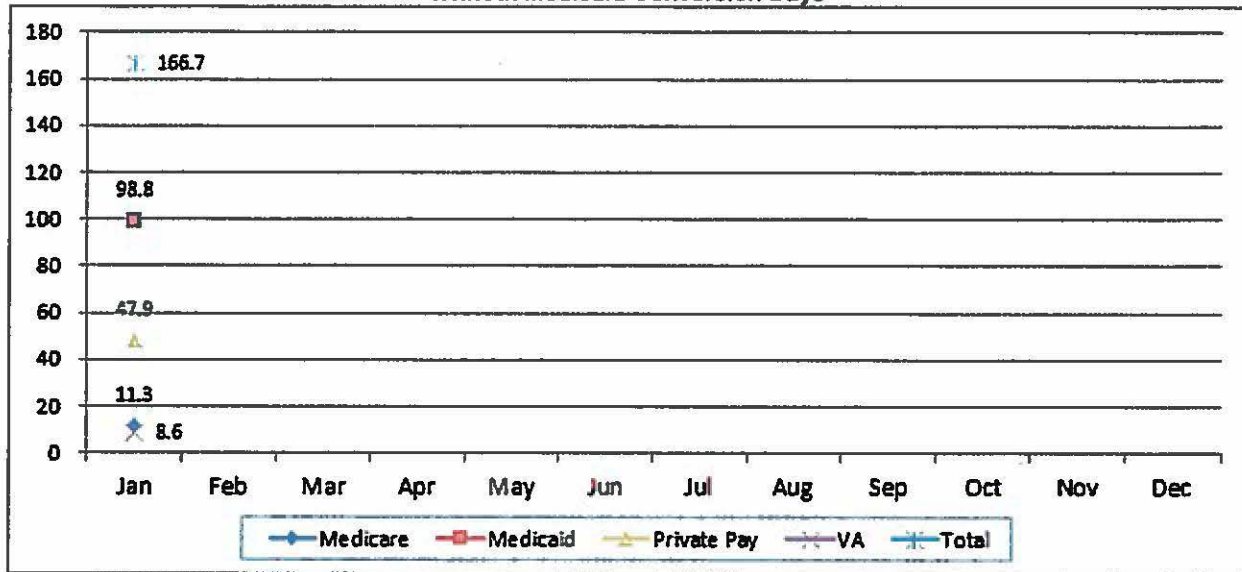
Average Daily Census by Payor – FY2017
With Conversion Days



The February census is expected to average 167.5 with 13.3 Medicare and 8.7 VA. The current census is down to 160. A sampling of feedback from area nursing homes indicates that census is down across the board. Questions regarding the uncertain future of CCNH are being brought up by current residents/families as well as prospective inquiries. It is clearly having an impact on sustaining or increasing census.

The table below summarizes the census without Medicaid conversion days. With only 30 conversion days, the change was minimal.

**Average Daily Census by Payor – FY2017
Without Medicaid Conversion Days**

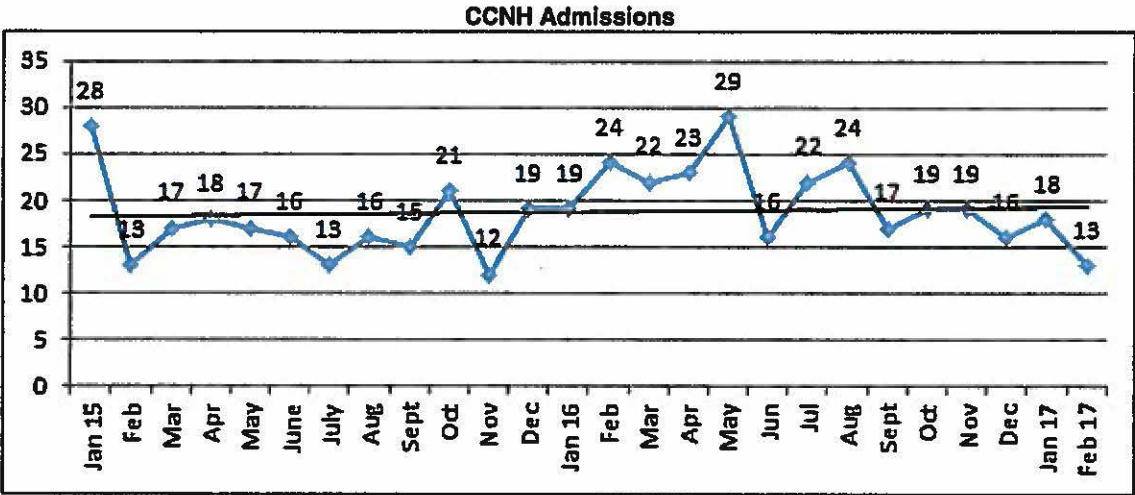


February admissions totaled 13 with 8 Medicare admissions. Medicare Part A continues to account for the majority of the Medicare admissions. We continue to see a very high percentage of Medicare Advantage referrals that end up going home.

**Admissions and Discharges
January 2015 to February 2017**

	Medicare Admits	Non-Medicare Admits	Total Admits	Discharges	Expirations	Total Discharges/Expirations
Jan 16	12	7	19	15	7	22
Feb	18	6	24	13	6	19
Mar	10	12	22	18	8	26
Apr	12	11	23	20	4	24
May	19	10	29	11	8	19
June	8	8	16	15	5	20
July	7	15	22	17	6	23
Aug	13	11	24	10	7	17
Sept	5	12	17	12	7	19
Oct	9	10	19	18	6	24
Nov	11	8	19	14	5	19
Dec	10	6	16	11	10	21
Jan	9	9	18	15	6	21
Feb	8	5	13	12	6	18

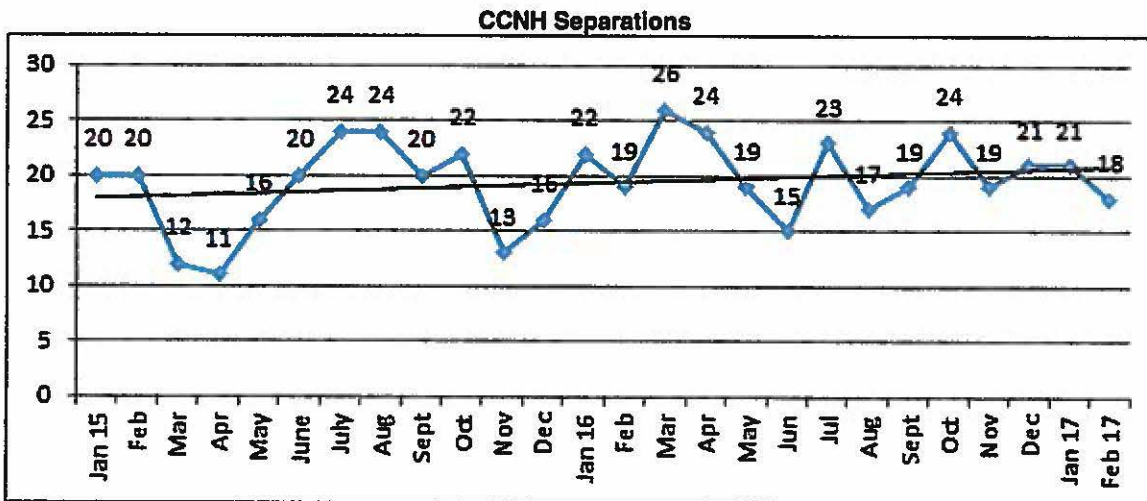
The chart below summarizes the monthly admissions. Admissions so far in 2016 show improvement from 2015 monthly admissions. The 2015 average is 16.4. The 2016 average is 20.8.



The table below summarizes the average number of admissions per month since 2012.

Admissions per Month	
Year	Average Monthly Admissions
2012	22.2
2013	25.5
2014	22.9
2015	16.4
2016	20.8
2017 YTD	15.5

The next chart summarizes separations. The 2015 average was 17.6. For 2016, the annual average is 19.8.

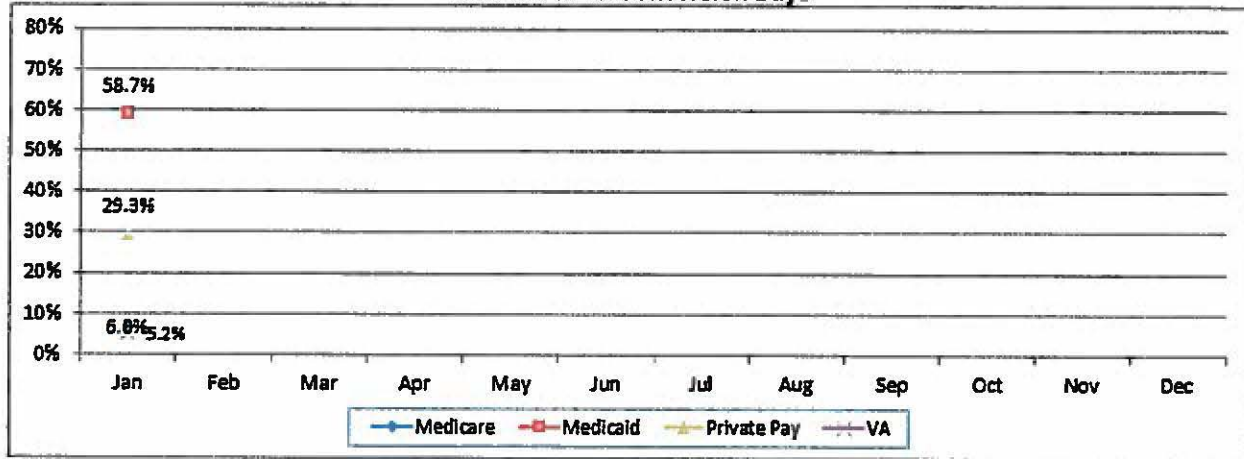


The table below summarizes the average number of discharges per month since 2012.

Discharges per Month	
Year	Average Monthly Admissions
2012	23.5
2013	28.1
2014	23.4
2015	17.6
2016	20.7
2017 YTD	19.5

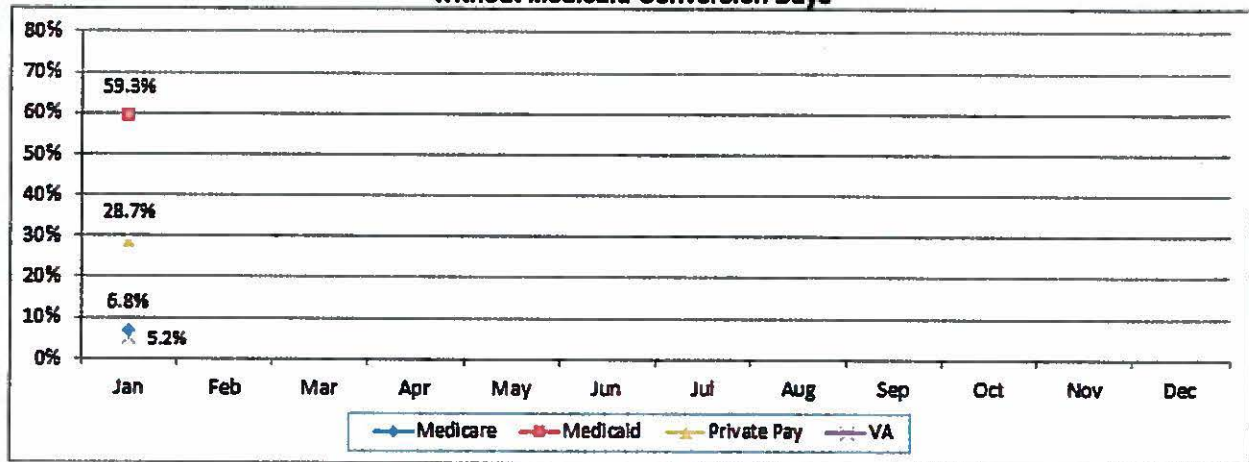
The FY2013 payor mix was Medicare – 8.7%, Medicaid – 56.3% and Private pay 35.0%. The 2014 payor mix for the year was Medicare – 7.5%, Medicaid – 58.3%, Private pay – 32.8%, and VA – 1.3%. For 2015, the 12 month payor mix is Medicare – 6.1%, Medicaid – 70.1%, Private pay – 22.8%, and VA – 1.0%. The 2016 payor mix is Medicare – 7.1%, Medicaid – 65.8%, Private pay – 23.7%, and VA – 3.4%.

**Payor Mix by Resident Days – FY2017
With Medicaid Conversion Days**



The 2015 payor mix without conversion days is Medicare – 6.1%, Medicaid – 57.2%, Private pay – 35.8% and VA – 1.0%. The 2016 payor mix is Medicare – 7.2%, Medicaid – 57.4%, Private pay – 32.0% and VA – 3.4%.

**Payor Mix by Resident Days – FY2017
Without Medicaid Conversion Days**



Net Income/(Loss) & Cash from Operations

The January income statement shows a net loss of -\$122,310 and a cash loss from operations of -\$59,708.

Revenues

- Operating revenues totaled \$983,517, which was down from \$1.132 million in December. Medicare revenue fell from \$310,904 to \$172,451.

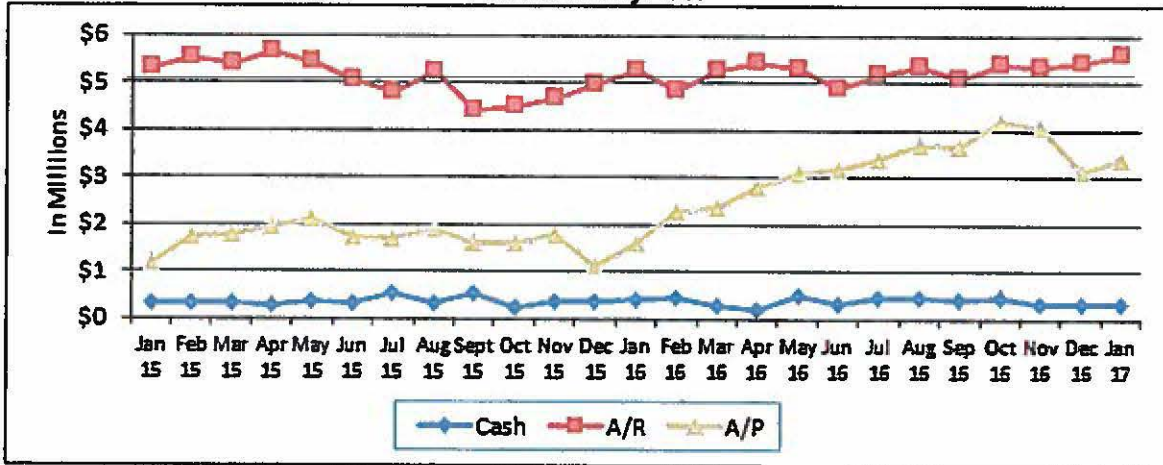
Expenses

- Expenses decreased from \$1.338 million in December to \$1.206 million in January.
- Wages fell slightly from \$596,962 in December to \$563,021 in January. Wages per day remained relatively unchanged at \$108.95 in December and \$108.96 in January.
- Non-labor expenses fell from \$599,803 in December to \$466,225 in January. Non-labor costs per day fell from \$109.47 in December to \$90.23 in January.

Cash Position

The month ending cash balance in January was \$299,127. Accounts receivable increased from \$5,417,286 to \$5,598,902. Accounts payable increased from \$3,133,014 in December to \$3,366,429 in January.

**Cash, Accounts Receivable & Accounts Payable
As of January 2017**



The following is a cash summary for December and January plus projected cash summaries for the months of February and March.

The following are approximate or average figures: payroll - \$260,000 per payroll; payables - \$555,000 per month. As more cash comes in, the more can be used to pay vendors. However, the monthly cash used for vendor payments changes based on payroll and other needs.

Projected cash receipts do not include any assumptions for any increases due to approval of Medicaid application. In other words, the Medicaid receipts estimate is based on current payments only.

December's cash in includes Tax Anticipation Warrant funds of \$1,021,757 being used to reduce IMRF and FICA amounts in Accounts Payable. The Bond Payment of \$262,115 is not shown as being paid by the Home (paid by County).

December

Beginning Cash				\$318,520
November	Cash In (Includes Boiler Loan)		\$2,091,255	
	Cash Out			
	Payroll	\$557,380		
	Accounts payable	\$1,553,563		
			(\$2,110,943)	(\$19,688)
Ending Cash				\$298,832

January

Beginning Cash				\$298,832
January	Cash In		\$936,884	
	Cash Out			
	Payroll	\$516,686		
	Accounts payable	\$418,426		
			(\$935,112)	\$1,772
Ending Cash				\$300,604

February's cash projection includes \$45,000 in December Medicaid claims. It does not include funds from Medicaid Pending Accounts.

February (Projected)

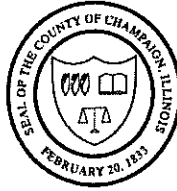
Beginning Cash				\$300,604
February	Cash In		\$932,777	
	Cash Out			
	Payroll	\$489,520		
	Accounts payable	\$408,336		
			(\$897,856)	\$34,921
Ending Cash				\$335,525

March's cash projections do not include funds from Medicaid Pending Accounts. March has three payrolls and accounts payable was increased \$142,000 to pay invoices held in February.

March (Projected)

Beginning Cash				\$335,525
December	Cash In		\$1,011,995	
	Cash Out			
	Payroll	\$741,393		
	Accounts payable	\$692,000		
			(\$1,433,393)	(\$421,398)
Ending Cash				(\$85,873)

JOHN FARNEY
COUNTY AUDITOR



1776 EAST WASHINGTON
URBANA, ILLINOIS 61802
TELEPHONE (217) 384-3763
FAX (217) 384-1285

OFFICE OF THE AUDITOR
CHAMPAIGN COUNTY, ILLINOIS

TO: Christopher Alix, Deputy Chair, Champaign County Board Finance Committee
Members of the Champaign County Board
Dan Welch, County Treasurer
Rick Snider, County Administrator

FROM: John Farney, County Auditor

DATE: March 9, 2017

RE: Champaign County Nursing Home Accounts Payable

Champaign County Nursing Home (CCNH) continues to struggle to meet its Accounts Payable obligations. As of February 28, 2017, the Home owes a total of \$2,917,884.20 to its vendors.

Champaign County is owed the greatest amount of funds by CCNH. The Home's current Accounts Payable obligations to the County include:

General Corporate Fund	\$210,905.07
Highway Fund	\$ 1,638.86
IMRF Fund	\$ 94,498.73
Social Security Fund	\$ 91,994.16
Self-Funded Insurance Fund	\$ 24,971.37

Additionally, CCNH is obligated in the form of a loan from the General Corporate Fund for \$282,802. This loan was used for boiler repair/replacement. Finally, CCNH has not made its FY2016 debt service reimbursement to the General Corporate Fund for \$262,114.

This brings the total obligation to Champaign County from the Home to \$968,924.19. This total increases on a weekly basis.

It is of grave concern that the Home's debt to the County is approaching \$1 million this early in the Fiscal Year. By comparison, at the end of November 2016, CCNH's obligation to the County, including nearly a full year of IMRF and Social Security expenses, was \$1,346,531.98. After the issuance of Tax Anticipation Warrants in December 2016, that total dropped to \$442,926.36.

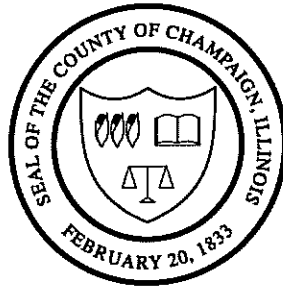
The Home continues to struggle to meet its obligations to private vendors as well. The following six vendors are owed \$100,000 or more, and are at least 90 days delinquent:

HealthPro Rehab Services (rehabilitation services)	\$512,346.65
Uvanta Pharmacy (resident pharmaceuticals)	\$406,402.47
Professional Medical Supply (operational supplies)	\$297,744.82
Medical Staffing Services (contract nursing)	\$188,338.61
Health Care Services Group (dietary)	\$188,169.87

Among these six vendors, Professional Medical Supply has indicated that it will begin legal debt collection action against CCNH in the coming days. It is anticipated that others will soon follow suit.

In addition to the large amounts owed to these six vendors, other vendors owed lesser amounts have also begun to decline credit to CCNH. Kone, Inc. services the Home's elevator. The elevator is necessary for staff to access the laundry facilities located in the Home's basement. On March 8, the elevator experienced mechanical difficulties, and Kone, Inc. refused to respond to the incident due to lack of payment by the Home. CCNH staff appropriately utilized the Home's credit card to bring the account current (approximately \$2,800) and schedule emergency repairs with Kone, Inc. I anticipate more vendors will require immediate payment for services in the future.

Daily operation of the Home will continue to become more of a challenge due to these financial obligations. The health, safety and welfare of the residents of Champaign County Nursing Home must be the priority of the Champaign County Board as proprietors of the Home.



OFFICE OF THE
COUNTY ADMINISTRATOR

9 March 2017

MEMORANDUM

TO: Mr. Chris Alix, Deputy Chair-Finance; and
Honorable Members of the Champaign County Board

FR: Rick Snider, County Administrator 

RE: Nursing Home Interim Action Plan

As previously reported to the Board, the Champaign County Nursing Home (CCNH) continues to experience deterioration in its cash position. The continuing backlog of Medicaid applications is creating an impact of over \$115,000 monthly revenue shortage on cash flow. The current projection provided by Management Performance Associates (MPA) shows the home fund balance falling to a negative position after accounts payable and payroll are processed for March 17, 2017. The fund balance will drop to a negative position of -\$142,762 by the end of March, and a negative position of -\$257,762 by the end of April. To continue operations, CCNH has an immediate need of approximately \$400,000. The County Treasurer has indicated that he can make available \$150,000 from remaining levy funds that is secured by future revenue. This leaves a gap of \$250,000.

The outcome of the April vote on the two nursing home ballot questions will play a large part in Board decisions as to the future disposition of the home. There are three possible scenarios resulting from the election: 1) an increase in the nursing home operating levy is approved; 2) authorization to consider a sale or disposal of the nursing home is provided to the County Board; or 3) both questions are defeated. I will provide a summary of proposed actions to be taken for each scenario in a subsequent communication.

In the meantime, until the final course of action is determined, the County has the obligation to maintain the home and to protect the health, safety, and welfare of the residents of the home. Consequently, I respectfully recommend the following actions to be taken by the County Board:

1. Authorize the establishment of a temporary credit facility in the amount of \$250,000 to maintain payroll and critical services at CCNH. The funding for this facility would come from General Fund. Reimbursement to General Fund would occur in accordance with one of the anticipated scenarios prior to the end of FY2017.

2. Authorize the formation of a committee to manage the use of the credit facility. The committee would include the Treasurer, Auditor, County Administrator, and MPA representative. Each accounts payable run beginning March 17 and thereafter would require the written authorization of the County Administrator before processing. Furthermore, the committee would be granted leave to prioritize critical vendor payments and to direct MPA to suspend any expenditures that are deemed nonessential (e.g. travel, training, awards, etc.)
3. Implement budget relief measures. These would include:
 - a. Increase private pay rates on long-term skilled nursing care by 10%. The revised rate of \$223.30 would remain at the low-end of the local skilled nursing facility market and ensure that patient care costs are fully recovered. It makes little sense to subsidize private pay rates at a time when the home is unable to make payroll.
 - b. Authorize the County Administrator to enter negotiations with AFSCME to seek temporary wage adjustments.

The goal would be to reduce expenses by at least \$50,000-60,000 per month, or \$450,000-540,000 savings through the end of FY2017.

I believe that if the recommendations are adopted, it provides an improved opportunity to conserve cash and avoid additional accumulation of debt obligations. As the State stands-up the new Medicaid processing hub in the Chicago area to assist with the backlog, it is likely that the applications will be approved on a more timely basis and hopefully reduce or eliminate the delay.

RESOLUTION No.

RESOLUTION AUTHORIZING A SHORT-TERM LOAN FROM THE GENERAL FUND TO THE
CHAMPAIGN COUNTY NURSING HOME FUND TO PROTECT PUBLIC HEALTH AND SAFETY,
PROTECT PUBLIC PROPERTY, AND TO LIMIT COUNTY LIABILITY

WHEREAS, the State of Illinois has failed to perform its statutory duties to deliver efficient and timely Medicaid application processing, and

WHEREAS, said failure has resulted in significant reductions in revenue streams for patient care, creating profound financial hardships for the Champaign County Nursing Home that are beyond its ability to control and are not the result of any negligence of the County; and

WHEREAS, failure to fulfill employee payroll and vendor account obligations could jeopardize continuance of essential human services and the health and safety of nursing home residents, and could cause damage to county property, and could subject Champaign County to liability; and

WHEREAS, the Champaign County Nursing Home will require a short-term loan of \$250,000.00 for a period ending no later than December 31, 2017 to continue said essential human services; and

WHEREAS, the General Fund has access to adequate reserves to make this loan; and

WHEREAS, as a condition of this loan, the Management of the Champaign County Nursing Home agrees that 1) funds disbursed shall be dedicated to the payment of payroll and essential vendor accounts payable; and 2) accounts payable requests shall require the written approval of the County Administrator.

NOW, THEREFORE BE IT RESOLVED that the Champaign County Board approves a short-term loan from the General Fund to the Champaign County Nursing Home with repayment to the General Fund to be made no later than December 31, 2017; and

BE IT FURTHER RESOLVED that the County Auditor and County Treasurer are hereby authorized to advance the above sum to the Champaign County Nursing Home.

PRESENTED, ADOPTED, APPROVED and RECORDED this 14th day of March, 2017.

C. Pius Weibel, Chair
Champaign County Board

Attest:

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

Julia R. Rietz
State's Attorney

Barbara Mann
Chief of the Civil Division
email: bmann@co.champaign.il.us

Jacob Croegaert
Assistant State's Attorney
email: jcroegaert@co.champaign.il.us



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816

**Office of
State's Attorney
Champaign County, Illinois**

March 1, 2017

Mr. Christopher Alix
Finance Committee Chair

Re: *Closed Session Minutes Review for Finance Committee*

Dear Mr. Alix:

Pursuant to the Illinois Open Meetings Act, a public body such as the Finance Committee is required to review its closed session minutes at least semi-annually. During this review, the Committee must determine whether the need for confidentiality still exists as to all or part of the closed minutes. If it is determined that the need for confidentiality no longer exists, the minutes must be made available for public inspection.

Please note that the Committee may enter into closed session for the purpose of review of closed session minutes pursuant to 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under the Act. Just as in open session, if the matter requires action by the Committee, the matter must have been noticed on the posted agenda. Although the body may discuss this semi-annual review in closed session, whichever conclusion the Committee draws must be reported in open session.

The County Board passed Resolution No. 7969, "Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board" on November 17th, 2011. Under the parameters established by the full board in Resolution 7969, none of the minutes are ripe for review to be opened.

Sincerely,

A handwritten signature in black ink, appearing to read "Jacob A. Croegaert".

Jacob A. Croegaert
Assistant State's Attorney

CC: Kay Rhodes, Administrative Services