

Approved 4/10/2018

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

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**Finance; Policy, Personnel, & Appointments; Justice & Social Services  
Tuesday, March 13, 2018  
Lyle Shields Meeting Room**

**MEMBERS PRESENT:** Jack Anderson, Brad Clemmons, John Clifford, Lorraine Cowart, Aaron Esry, Stephanie Fortado, Jim Goss, Stan Harper, Robert King, Jim McGuire, Max Mitchell, Kyle Patterson, Patti Petrie, Jon Rector, Giraldo Rosales, Chris Stohr, Stephen Summers, James Tinsley, C. Pius Weibel

**MEMBERS ABSENT:** Shana Crews, Josh Hartke, Brooks Marsh

**OTHERS PRESENT:** Deb Busey (County Administrator), John Farney (Treasurer), Lori Hansen (Circuit Court Administrator), Gordy Hulten (County Clerk), Diane Michaels (Auditor), Tami Ogden (Deputy County Administrator/Finance), Julia Reitz (State's Attorney), Kay Rhodes (Administrative Assistant), Susie Koenig, Joyce Ciyou, and Flora Reznik (SAK Nursing Home Management Team)

**CALL TO ORDER**

Weibel called the meeting to order at 6:31 p.m.

**ROLL CALL**

Rhodes called the roll. Anderson, Clemmons, Clifford, Cowart, Esry, Fortado, Goss, Harper, King, McGuire, Mitchell, Patterson, Petrie, Rector, Rosales, Stohr, Summers, Tinsley, and Weibel were present at the time of roll call, establishing the presence of a quorum.

**APPROVAL OF AGENDA/ADDENDA**

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

**APPROVAL OF MINUTES**

**OMNIBUS MOTION** by Mitchell to approve the minutes of the February 7, 2018 County Administrator Evaluation Committee and the minutes of the February 13, 2018 Committee of the Whole meeting; seconded by Rector. **Motion carried with unanimous support.**

**PUBLIC PARTICIPATION**

Dorothy Vura-Weis discussed the jail population and access to information.

## **Committee of the Whole**

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

Tuesday, March 13, 2018

Page 2

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### **COMMUNICATIONS**

There were no communications from the committee members.

### **JUSTICE & SOCIAL SERVICES**

#### **Presentation on RJTF Database**

#### **& Community Engagement Subcommittee Recommendations**

Ryan Hughes and Dr. Carolyn Randolph discussed the database created in collaboration with Dr. Beverly Wilson, at the University of Illinois and two graduate level student groups. They also discussed the findings and recommendations of the Racial Justice Task Force (RJTF) Community Engagement Subcommittee included in the Racial Justice Task Force Report presented to the Committee of the Whole on November 14, 2017.

Mr. Hughes and Dr. Randolph requested that the Committee of the Whole take action on the following recommendations listed under Community Engagement in the RJTF report:

3. *Maintain and invest in the countywide Racial Justice Task Force Community Justice Data Portal similar to that maintained by the City of Urbana. Augment quantitative data with qualitative information, such as personal narratives. In addition, increase the scope of both quantitative and qualitative data to include areas such as employment, housing, and education.*

4. *Invite diverse communities to help develop procedures for annual (or more frequent) assessment of progress toward eliminating racial disparities where they occur in various sectors of the County's criminal-justice system.*

**MOTION** by Tinsley to accept all four recommendations listed on pages 12-14 of the committee packet; seconded by Patterson.

Weibel explained that this was not an action item on the agenda and therefore no action could be taken. King asked for clarification. Weibel explained that some of the recommendations are not specific enough and some create issues regarding the Open Meetings Act and meeting recordings. Closer review of the recommendations would be necessary, perhaps by a special committee.

### **Monthly Reports**

The monthly reports and Community Reentry Quarterly report were received and placed on file.

### **Other Business**

#### **Semi-Annual Review of Closed Session Minutes**

**MOTION** by Weibel that the Closed Session minutes of the Justice & Social Services Committee shall remain closed pursuant to Resolution No. 7969, a Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board; seconded by Rosales. **Motion carried with unanimous support.**

Chair's Report

There was no Chair's report.

**POLICY, PERSONNEL, & APPOINTMENTS**

County Clerk Report

The February 2018 report was received and placed on file.

State's Attorney

Request for Temporary Position

**MOTION** by King to recommend County Board approval of a resolution amending the Schedule of Authorized Positions for the Office of the State's Attorney; seconded by Tinsley.

Reitz explained that the on-going litigation regarding the hospital property tax exemptions has been handled in-house rather than hire outside counsel, which would result in a greater expense to the County. However, given the complexity of the case, in addition to the multiple complex issues surrounding the nursing home, it has become impossible for the case to be handled at the current staffing level. Reitz added that she was not asking for a budget amendment at this time because the current State's Attorney personnel budget has excess funds available due to turnover.

Discussion followed regarding an end date for the temporary position. Busey explained that the position would be monitored through the budget process by the County Board and she recommended an end date of December 31, 2018. The need for the temporary position would be considered again during the FY2019 budget process.

**Motion to Amend** by King adding a sunset date of December 31, 2018; seconded by Petrie. Clemmons and McGuire recused themselves from the vote due to possible conflicts of interest. **Original Motion carried as amended.**

County Administrator

Report

The February 2018 HR Report was received and placed on file.

Other Business

Semi-Annual Review of Closed Session Minutes

**MOTION** by Weibel that the Closed Session minutes of the Policy, Personnel, & Appointments Committee shall remain closed pursuant to Resolution No. 7969, a Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board; seconded by Summers. **Motion carried with unanimous support.**

Chair's Report

Rosales noted that appointments to various Fire Protection Districts would expire April 30, 2018.

Designation of Items to be Placed on the Consent Agenda

There were no items designated for the Consent Agenda.

**FINANCE**

**Budget Amendments/Transfers**

**MOTION** by Anderson to recommend County Board approval of a resolution authorizing **Budget Transfer 18-00002** for Fund 080 General Corporate-Depts. 075 General County and 140 Correctional Center in the amount of \$180,846 for Corrections and Court Security labor contracts settled in November 2017 and January 2018; seconded by Rosales. **Motion carried with unanimous support.**

**MOTION** by Goss to recommend County Board approval of a resolution authorizing **Budget Amendment 18-00003** for Fund 080 General Corporate – Dept. 040 Sheriff for increased appropriations of \$15,220 and matching revenue for replacement of totaled squad car; seconded by Esry. **Motion carried with unanimous support.**

**MOTION** by Anderson to recommend County Board approval of a resolution authorizing **Budget Amendment 18-00004** for Fund 080 General Corporate-Dept. 072 ADA Compliance for a total of \$7,700 to re-encumber funds to complete ADA parking lot improvements at Satellite Jail; seconded by Cowart. **Motion carried with unanimous support.**

**MOTION** by Rector to recommend County Board approval of a resolution authorizing **Budget Amendment 18-00005** for Fund 105 Capital Asset Replacement-Dept. 059 Facilities Planning for \$151,815 to re-encumber funds for Capital Asset Replacement projects, not completed in FY2017; seconded by Esry. **Motion carried with unanimous support.**

**MOTION** by Cowart to recommend County Board approval of a resolution authorizing **Budget Amendment 18-00006** for Fund 075 Regional Planning Commission-Dept. 869 Weatherization-Ameren-IL with increased appropriations of \$202,000 and matching revenue, to accommodate receipt of new contract with Ameren-IL; seconded by Stohr. **Motion carried with unanimous consent.**

**MOTION** by Goss to recommend County Board approval of a resolution authorizing **Budget Amendment 18-00007** for Fund 80 General Corporate-Dept. 077 Zoning & Enforcement with increased appropriations of \$890 and no matching revenue to pay for nursing home subdivision application fee to the City of Urbana and for the required legal notice for the zoning case; seconded by Tinsley. **Motion carried with unanimous support.**

**MOTION** by King to recommend County Board approval of a resolution authorizing **Budget Amendment 18-00009** for Fund 093 Foreclosure Mediation-Dept. 031 Circuit Court

## **Committee of the Whole**

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

*Tuesday, March 13, 2018*

*Page 5*

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with increased appropriations of \$16,156 and no matching revenue to fund temporary part-time program coordinator position through the end of FY2018; seconded by Rosales. **Motion carried with unanimous support.**

### Treasurer

#### Monthly Report

The Treasurer's February 2018 monthly report was received and placed on file.

#### General Corporate Fund Cash Flow Projection Presentation

Farney explained that the General Corporate Fund this month, there were 3-payrolls and outstanding loans to the nursing home totaled over \$1.2 million. He projected the General Fund Balance to be -\$195,117 by March 31, 2018.

The County Board has previously authorized a loan up to o \$1.5 million from the Public Safety Sales Tax Fund to the General Corporate Fund. Farney anticipated the use of \$1 million by March 31, 2018, reserving the other \$500,000 for use only if necessary. The final projection for March 31, 2018 is just over \$800,000 with the loan from the Public Safety Sales Tax Fund.

#### Designation of Depositories for Funds

**MOTION** by Esry to recommend County Board approval of a resolution designating depositories for funds; seconded by Summers. **Motion carried with unanimous support.**

### Auditor

#### Monthly Report

The Auditor's February 2018 report was received and placed on file.

#### Nursing Home-Cash Flows from Operating Activities

Michaels summarized the report, which showed the nursing home cash flow operating activities from 2005 through 2016. The report also included patient days per year and the average daily census per year. This report showed a net loss of more than \$12.7 million. The County Board transferred over \$1.5 million between FY2004 and FY2008 to the nursing home fund from the General Fund. At the close of FY2008, the nursing home owed the General Fund just over \$1.3 million for outstanding inter-fund loans. The County Board forgave \$1 million of the loans in FY2009 and in FY2013, the remaining balance of \$333,142 was also forgiven.

The nursing home reimbursed the General Fund from FY2010 through 2015 for annual payments on bonds issued for HVAC and mold remediation. The nursing home has not reimbursed the County for FY2016 and FY2017 Debt Service totaling \$544,784.96.

In September 2016, the County Board authorized a loan for \$282,802 to the nursing home for boiler replacement. The County received \$56,000 on March 24, 2017 from the State of Illinois as part of the energy-efficiency-rebate program, leaving an unreimbursed balance of \$226,802.

## **Committee of the Whole**

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

*Tuesday, March 13, 2018*

*Page 6*

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Lastly, the County Board approved two loans for nursing home operations in FY2017 each for \$250,000.

### Nursing Home & County Administration

#### February Nursing Home Cash Flow Report & Financial Statement Summary

Busey discussed the monthly cash flow report in its new format. She explained that the information contained in the report came from Flora Reznik of S.A.K. Management. Busey said the total revenue received in February 2018 was \$774,997.89 and the total revenue outstanding was over \$4.9 million. The total expenditure for February 2018 was \$706,154.95 and the total expenditures outstanding was just over \$3.7 million.

Esry asked if there were plans to write-off any of the outstanding revenue. Busey indicated that the County Auditor is discussing this with the outside auditor and S.A.K. continues to follow-up on the collection of outstanding revenue.

Busey discussed that February Nursing Home AP Payments report which listed the current, aging, and mandated payments for this month. The Nursing Home AP Summary report listed all the vendors and their respective outstanding balances, categorized by older than November 2017 and then monthly through February 2018.

#### Cash Flow Management Recommendation

**MOTION** by Weibel to recommend County Board approval of a resolution for loan from the General Corporate Fund to the Nursing Home Fund based upon the following requirements:

- 1) If there are not adequate funds to cover payroll in a payroll week, the County Treasurer is authorized to cover the shortfall with a loan from the General Corporate Fund to the Nursing Home Fund; and
- 2) When a loan has been made as indicated in #1, the County Treasurer is further instructed to repay the General Corporate Fund from the Nursing Home Fund with the next revenues deposited into the Nursing Home Fund, until the General Corporate Fund is fully repaid; seconded by King.

McGuire was concerned that this type of resolution would remove County Board oversight. Goss requested County Board notification each time a loan is made and repaid. Farney had discussed this plan with the County Administrator and he supported the resolution. Farney would keep the County Board informed on any loans to the nursing home and repayment. Discussion followed.

**Motion carried with a roll call vote of 12-6.** Cowart, Esry, Fortado, Goss, Mitchell, Patterson, Petrie, Rosales, Stohr, Summers, Tinsley, and Weibel voted in favor of the motion. Anderson, Clemmons, Clifford, Harper, McGuire and Rector voted against it. King was not present during the vote.

## **Committee of the Whole**

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

*Tuesday, March 13, 2018*

*Page 7*

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### County Administrator

#### FY2017 General Corporate Fund Budget Projection & Budget Change Final Reports

Ogden reviewed the final FY2017 budget reports for the committee and discussed any changes to the budget since the February 13, 2018 reports. The revenue report shows an increase in use tax above projections because December 2017 collections distributed to the County in March 2018 were 24% higher, approximately \$14,000. Local Government Reimbursement reflected an increase of approximately \$14,000 for Sheriff's patrol services; an increase of \$16,000 for Rent/Utility reimbursements and the recently approved budget amendment to re-encumber funds for replacement of a squad car, deposited in 2017 for approximately \$15,000.

The expenditure report showed an increase of \$30,000 for services. The General Corporate Fund FY2017 Summary showed a projected ending fund balance of 12.9%. The outstanding loans to the nursing home (\$726,802) are due in FY2018. If these loans are forgiven it will impact the fund balance resulting in a projected balance of 10.2%.

### Other Business

#### Semi-Annual Review of Closed Session Minutes

**MOTION** by Weibel that the Closed Session minutes of the Finance Committee shall remain closed pursuant to Resolution No. 7969, a Resolution Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County Board; seconded by Rosales. **Motion carried with unanimous support.**

#### Renewal of Intergovernmental Agreement IDHFS & State's Attorney

**MOTION** Anderson to recommend County Board approval of a resolution authorizing renewal of an Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney; seconded by Patterson. **Motion carried with unanimous support.**

### Chair's Report

There was no Chair's report.

### Designation of Items for the Consent Agenda

Items A1-7; B2; F2; were designated for the Consent Agenda.

### OTHER BUSINESS

#### Approval of Closed Session Minutes

**MOTION** by Rosales to approve the Closed Session minutes of February 13, 2018; seconded by Esry. **Motion carried with unanimous support.**

**ADJOURNMENT**

Chair Weibel adjourned the meeting at 8:26 p.m.

Respectfully submitted,

Kay Rhodes,  
Administrative Assistant

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