



## **CHAMPAIGN COUNTY BOARD**

### **COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, January 14, 2019 – 6:30 p.m.

---

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

### **Agenda Items**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda/Addenda**
- IV. Approval of Minutes**
  - A. December 12, 2019
- V. Public Participation**
- VI. Communications**
- VII. Policy, Personnel, & Appointments**
  - A. County Executive
    1. Monthly HR Report – December 2019
    2. Recommendation to the Finance Committee for approval of the creation of a new position titled Structural Engineer and classification of the new position in Grade Range L
    3. Appointments/Reappointments (persons to be appointed distributed at the meeting)
      - a. List of appointments expiring in 2020 (information only)
      - b. Penfield Public Water District  
Applicant:
        - Carl Withers
  - B. County Clerk
    1. December 2019 Report
    2. Semi-Annual Report July-December 2019
    3. Resolution approving change of hours for the Champaign County Clerk's Office
    4. Resolution authorizing general primary election judge numbers
  - C. Other Business
    1. Resignation of County Treasurer (information only)
  - D. Chair's Report
    1. Vacancies appointed by County Executive (information only)

- a. Community Action Board – expiring March 31, 2020
- b. Lincoln Legacy Committee – expiring February 29, 2020
- c. Zoning Board of Appeals (*Urbana, Champaign, South Homer, Scott, Newcomb and Rantoul Townships already represented*) – 1 vacancy
- d. Senior Services Advisory Board – 8 vacancies
- e. Bailey Memorial Cemetery – 1 vacancy
- f. Clements Memorial Cemetery – 2 vacancies
- g. Locust Grove Cemetery – 1 vacancy
- h. Stearns Cemetery – 3 vacancies
- i. Pesotum Fire Protection – 1 vacancy
- j. Dewey Community Public Water District – 1 vacancy
- k. Board of Review – 1 vacancy (*Democrat*)
- l. Drainage Districts – 1 vacancy each
  - Willow Branch
  - Harwood & Kerr
  - Lower Big Slough
  - Nelson-Moore-Fairfield
  - Salt Fork
  - Somer #1
  - Union D.D. of Stanton & Ogden Township
  - West Branch
  - #2 Town of Scott

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

**VIII. Justice and Social Services**

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

- Probation & Court Services – November 2019
- Public Defender – November & December 2019
- Emergency Management Agency – November & December 2019
- Veteran’s Assistance Commission – 2019 Annual Report

B. Rosecrance Re-Entry Financial Report - October 2019 (information only)

C. Other Business

D. Chair’s Report

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

**IX. Finance**

A. Budget Amendments/Transfers

1. Budget Amendment 19-00065

Fund 080 General Corporate / Dept 036 Public Defender

Increased appropriations: \$8,888

Increased revenue: \$1,608

Reason: 080-036-511.02 the State’s COLA increase effective 7/2019 created an annual salary increase of \$3,216 (\$1,608 needed for July-Dec) 080-036-511.03 Increase is needed due to vacation payouts.

2. Budget Amendment 19-00067  
Fund 080 General Corporate/ Dept 020 Auditor  
Increased appropriations: \$28,348  
Increased revenue: \$0  
Reason: Long term employee retired and compensation was required for her accumulated benefit time. There was also a training overlap of her retirement with the new employee. Please see attached memo for full explanation.
3. Budget Amendment 19-00068  
Fund 080 General Corporate / Dept 041 States Attorney  
Increased appropriations: \$8,000  
Increased revenue: \$0  
Reason: An increase in spending authority to pay for expert witnesses. See attached memo.
4. Budget Amendment 20-00004  
Fund 080 General Corporate / Dept 012 Tornado Sirens  
Increased appropriations: \$3,440  
Increased revenue: \$0  
Reason: Upgrades were not completed in FY2019 as originally planned. Remaining work will be done in FY2020. Revenue reimbursement has been received and was posted to FY2019; however, appropriation for FY2020 is required to pay for the remaining work to be completed.
5. Budget Amendment 19-00069  
Fund 080 General Corporate / Dept 026 County Treasurer  
Increased appropriations: \$13,485  
Increased revenue: \$0  
Reason: Hired temporary staff to fill in for the Chief Deputy Treasurer
6. Budget Amendment 19-00070  
Fund 619 Tax Sale Automation Fund / Dept 026 County Treasurer  
Increased appropriations: \$11,811  
Increased revenue: \$0  
Reason: Hired experienced temporary staff to assist with property tax billing and collections
7. Budget Amendment 19-00062  
Fund 080 General Corporate / Dept 031 Circuit Court  
Increased appropriations: \$31,100  
Increased revenue: \$0  
Reason: Amendment needed to cover unexpected expenditures. See attached memo.
8. Budget Amendment 19-00064  
Fund 092 Law Library / Dept 074 Law Library  
Increased appropriations: \$5,000  
Increased revenue: \$0  
Reason: Requesting a transfer of funds from fund balance to cover invoices.
9. Budget Transfer 19-00015  
Fund 093 Foreclosure Mediation Fnd / Dept 031 Circuit Court  
Total amount: \$989  
Reason: Transferring funds due to the closing of more cases than originally anticipated.

10. Budget Transfer 19-00014  
Fund 083 County Highway / Dept 060 Highway  
Total amount: \$47,500  
Reason: Transfer needed for additional fuel expense for hauling material for FY20. Additional funds needed for equipment maintenance.

B. Auditor

1. Monthly Report – November 2019 – Reports are available on the Auditor’s webpage at:  
<http://www.co.champaign.il.us/auditor/countyboardreports.php>

C. County Executive

1. County Financial Update (information only)
2. Highway Department Structural Engineer Position
  - a. Approval of the creation of a new position titled Structural Engineer and classification of the new position in Grade Range L
  - b. Budget Amendment 20-00001  
Fund 085 County Motor Fuel Tax / Dep 060 Highway  
Increased appropriations: \$90,000  
Increased revenue: \$0  
Reason: Increase in engineering expense for Structural Engineer position. Classified in grade range L - 2020 wage range of \$70,033.60 to \$105,060.80
  - c. Budget Amendment 20-00002  
Fund 083 County Highway / Dept 060 Highway  
Increased appropriations: \$90,000  
Increased revenue: \$90,000  
Reason: Increase for creation of Structural Engineer position classified in grade range L (2020 wage range of \$70,033.60 to \$105,060.80)
3. Douglas County Enterprise Zone Participation Proposal
  - a. Ordinance establishing the enterprise zone
  - b. Intergovernmental Agreement between all Douglas County Enterprise Zone Designating Units of Government
4. Establish a Property Assessed Clean Energy (PACE) Program in the County of Champaign, designating a PACE area, providing for property assessments and approving related matters (information only)

D. Other Business

E. Chair’s Report

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

**X. Other Business**

**XI. Adjournment**

**All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact the Office of the County Executive, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.**