

**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE**

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

County of Champaign, Urbana, Illinois

Tuesday, May 12, 2026 at 6:30 p.m.

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Shields-Carter Meeting Room

Bennett Administrative Center

102 E. Main Street, Urbana, Illinois

**Agenda Items**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda/Addenda**
- IV. Approval of Minutes**
  - A. April 14, 2026 – Regular Meeting Page 1-5
- V. Public Input**
- VI. Communications**
- VII. Policy, Personnel, & Appointments**
  - A. County Executive
    1. Monthly HR Report – March & April 2026 (*to be distributed*)
    2. Request to update the job description for Board of Review Members (*discussion only*) Page 6-13
    3. Appointments/Reappointments (*italics indicates incumbent*)
      - a. Appointing Clayton Coulter to the Sadorus Fire Protection District, term ending 04/30/2029 Page 14
      - b. Appointing *Rodney Loschen* to the Ludlow Fire Protection District, term ending 04/30/2029 Page 15
      - c. Appointing *Brian Thode* to the Broadlands-Longview Fire Protection District, term ending 04/30/2029 Page 16
      - d. Appointing Wallace Southerland to the Zoning Board of Appeals, term ending 11/30/2027 Page 17
      - e. Applications for open appointments (*information only*) Page 18-26
      - f. Currently vacant appointments – full list and information is available on the County’s website by clicking [here](http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf) (<http://www.co.champaign.il.us/CountyExecutive/appointments/CurrentVacantOpenings.pdf> - *information only*)
  - B. County Clerk
    1. Fee Report – April 2026 Page 27
  - C. Other Business

D. Chair's Report

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

**VIII. Finance**

A. Budget Amendments/Transfers

1. Monthly General Corporate Budget Amendment Report – April 2026 (*information only*) Page 27

2. Budget Amendment BUA 2025/12/1688  
Fund 2107 Geographic Info System Fund / Dept 010 County Board  
Increased Appropriations: \$597  
Increased Revenue: \$0  
Reason: Appropriation to cover budget shortfall for GIS dues. Page 29-30

3. Budget Amendment BUA 2026/5/27  
Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission  
Increased Appropriations: \$400,000  
Increased Revenue: \$400,000  
Reason: Appropriation of ATLAS grant funds. Page 31-32

B. Auditor

1. Monthly Reports through June 2025 are available on the Auditor's webpage by clicking [here](http://www.co.champaign.il.us/auditor/countyboardreports.php) (*http://www.co.champaign.il.us/auditor/countyboardreports.php - information only*)

C. Treasurer

1. Monthly Report through March 2026 – Reports are available on the Treasurer's webpage by clicking [here](https://www.co.champaign.il.us/treasurer/reports.php) (*https://www.co.champaign.il.us/treasurer/reports.php - information only*)

D. County Executive

1. Available Budget Report – April 2026 (*information only*) Page 33-35

2. FY2024 Audit Update (*information only*) Page 36

3. GIS Fees (*discussion only*) Page 37-38

4. Establishing Salaries of Countywide Elected Officials (County Executive, County Clerk, Treasurer) Page 39-40

5. Board of Review Member Salaries (*discussion only*) Page 41-48  
a. Salary grade range  
b. Cost of living adjustments

E. Regional Planning Commission

1. Approving Application, and if Awarded, the Acceptance of the Advanced Transportation and Land-Use Analysis Suite (ATLAS) Grant Page 49-54

2. Amendment to the Intergovernmental Agreement by and between County of Cook, Illinois and the Board of Trustees of the University of Illinois and County of Champaign, Illinois

Page 55-62

F. Other Business

G. Chair's Report

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

**IX. Justice and Social Services**

- A. Monthly Reports – All reports are available on each department's webpage through the department reports page or by clicking [here](http://www.co.champaign.il.us/CountyBoard/Reports.php)  
(<http://www.co.champaign.il.us/CountyBoard/Reports.php>)
- Emergency Management Agency – April 2026
  - Probation & Court Services – March 2026 & First Quarter Statistics
  - Public Defender – April 2026

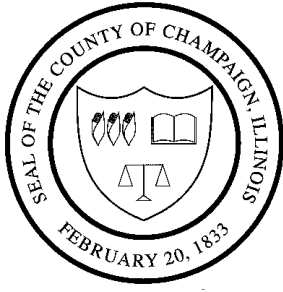
B. Other Business

C. Chair's Report

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

**X. Other Business**

**XI. Adjournment**



**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE**

*Finance/ Policy, Personnel, & Appointments/Justice & Social Services*  
County of Champaign, Urbana, Illinois  
Tuesday, April 14, 2026 at 6:30 p.m.  
Shields-Carter Meeting Room  
Bennett Administrative Center  
102 E. Main Street, Urbana, Illinois

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**MINUTES – Subject to Approval**

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**Members Present:** Dennise Arres, Jon Cagle, Lorraine Cowart, Aaron Esry, John Farney, Jake Fava, Stephanie Fortado, Elly Hanauer-Friedman, Jenny Lokshin, Brett Peugh, Emily Rodriguez, Monique Settles, Matt Sullard, Eric Thorsland, Bethany Vanichtheeranont, Daniel Wiggs, Jeff Wilson, and Jennifer Locke

**Members Absent:** Samantha Carter, Ben Crane, Jilmala Rogers, and Ed Sexton

**Others Present:** Steve Summers (County Executive), Susan McGrath (Circuit Clerk) and Megan Robison (Recording Secretary)

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**Agenda Items**

**I. Call to Order**

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

**II. Roll Call**

Roll Call was taken, and a quorum was declared present.

**III. Approval of Agenda/Addenda**

**MOTION** by Mr. Farney to approve the agenda; seconded by Ms. Vanichtheeranont. Upon vote, the **MOTION CARRIED** unanimously.

**IV. Approval of Minutes**

A. March 10, 2026 – Regular Meeting

**MOTION** by Mr. Thorsland to approve the minutes of March 10, 2026; seconded by Mr. Arres. Upon vote, the **MOTION CARRIED** unanimously.

**V. Public Input**

None

**VI. Communications**

Ms. Lokshin shared details of a film screening and art show during Ebert Fest.

Ms. Rodriguez shared details of the upcoming Data Center Activities Task Force meeting and the topics on the agenda.

Mr. Peugh read a list of questions from a constituent regarding the hiring of a maintenance employee.

56 **VII. Policy, Personnel, & Appointments**

57 A. County Executive

58 1. Monthly HR Report – March 2026

59

60 Information not received in time to complete the report.

61

62 2. Appointments/Reappointments

63 a. Reappointing Lillian Williams to the Eastern Prairie Fire Protection District, term ending

64 04/30/2029

65 b. Reappointing Denny Jayne to the Ivesdale Fire Protection District, term ending 04/30/2029

66 c. Reappointing Kevin Chalmers to the Philo Fire Protection District, term ending 04/30/2029

67 d. Reappointing Eric Stalter to the Sangamon Valley Fire Protection District, term ending

68 04/30/2029

69 e. Reappointing Chris Karr to the Scott Fire Protection District, term ending 04/30/2029

70 f. Reappointing Howard Marsh to the St. Joseph-Stanton Fire Protection District, term ending

71 04/30/2029

72 g. Reappointing Kevin Wolken to the Thomasboro Fire Protection District, term ending 4/30/2029

73 h. Reappointing Dale Grimm to the Tolono Fire Protection District, term ending 04/30/2029

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75 **OMNIBUS MOTION** by Mr. Sullard to recommend County Board approval of resolutions appointing  
76 Lillian Williams, Denny Jayne, Kevin Chalmers, Eric Stalter, Chris Karr, Howard Marsh, Kevin Wolken, and  
77 Dale Grimm to their respective fire protection districts; seconded by Ms. Hanuer-Friedman. Upon vote, the  
78 **MOTION CARRIED.**

79

80 i. Reappointing Ladell Myrick to the Urbana-Champaign Sanitary District, term ending 4/30/2029

81

82 **MOTION** by Mr. Wilson to recommend County Board approval of a resolution appointing Ladell Myrick to  
83 the Urbana-Champaign Sanitary District; seconded by Ms. Lokshin. Upon vote, the **MOTION CARRIED.**

84

85 j. Currently vacant appointments – full list and information is available on the County’s website

86

87 Information only

88

89 B. County Clerk

90 1. Fee Report – March 2026

91

92 Received and placed on file

93

94 C. Sheriff

95 1. Approval of an Intergovernmental Agreement Creating Champaign County Emergency

96 Telephone System Board

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98 **MOTION** by Mr. Thorsland to recommend County Board approval of a resolution approving an  
99 Intergovernmental Agreement Creating Champaign County Emergency Telephone System Board; seconded  
100 by Mx. Arres. Upon vote, the **MOTION CARRIED.**

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105                   2. Resolution Approving the Proclamation Designating the Week of May 10<sup>th</sup> as National Police Week  
106  
107       **MOTION** by Mr. Wilson to recommend County Board approval of a resolution approving the Proclamation  
108 Designating the Week of May 10<sup>th</sup> as National Police Week; seconded by Ms. Locke. Upon vote, the  
109 **MOTION CARRIED.**  
110

111                   3. Resolution Approving the Proclamation Designating the Week of May 3<sup>rd</sup> as National Correctional  
112 Officer Week  
113  
114       **MOTION** by Mr. Farney to recommend County Board approval of a resolution approving the Proclamation  
115 Designating the Week of May 3<sup>rd</sup> as National Correctional Officer Week; seconded by Mr. Esry. Upon vote,  
116 the **MOTION CARRIED.**  
117

118       D. County Board  
119           1. Creation of a Legislative Task Force  
120

121       Committee members discussed the creation of a Legislative Task Force. Mr. Farney stated that it is important  
122 to have a voice in the House and Senate. Ms. Fortado believes this is long overdue and could help shape  
123 things in Champaign County in a meaningful way. Committee members discussed the differences between  
124 committees, subcommittees and a task force. They also spoke about the cost of the committee and staff time.  
125 Committee members agreed that they should move forward with the creation of a Legislative Committee and  
126 have it in place by the end of the year.  
127

128       E. Other Business

129       None  
130

131       F. Chair's Report

132       None  
133

134       G. Designation of Items to be Placed on the Consent Agenda

135       None  
136

137  
138  
139  
140 **VIII. Finance**

141       A. Budget Amendments/Transfers

142           1. Monthly General Corporate Budget Amendment Report – March 2026  
143

144       Information only  
145

146           2. Budget Transfer BUA 2025/12/1705

147               Fund 2091 Animal Control / Dept 047 Animal Control Admin, 247 Animal Warden Service,  
148               248 Animal Impound Services

149               Amount: \$478.66

150               Reason: Transfer to cover unanticipated payroll costs for FY2025.  
151

152       **MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving budget  
153 transfer BUA 2025/12/1705; seconded by Mr. Wiggs. Upon vote, the **MOTION CARRIED.**

- 154                   3. Budget Amendment BUA 2026/3/302  
155                   Fund 2632 Circuit Clerk Electronic Citations / Dept 030 Circuit Clerk  
156                   Increased Appropriations: \$58,000  
157                   Increased Revenue: \$0  
158                   Reason: Appropriation to cover upcoming costs for the implementation of e-citations.  
159

160                   **MOTION** by Ms. Cowart to recommend County Board approval of a resolution approving budget  
161                   amendment BUA 2026/3/302; seconded by Mr. Farney. Discussion followed regarding the replacement of the  
162                   court management software and how this software fits into the plan. Ms. McGrath explained that this software  
163                   helps the e-citation program talk with the current court management system and she will have an update in  
164                   July regarding the need for new court management software. Upon vote, the **MOTION CARRIED**.  
165

166                   B. Auditor

- 167                   1. Monthly Reports through June 2025 are available on the Auditor’s webpage  
168

169                   Information only – Mr. Wilson asked if someone else can provide the reports that the Auditor is not  
170                   completing. Ms. Locke stated the Finance Department is providing the BUA report and the available budget  
171                   report in order for the Board members to make informed decisions, but the Auditor must provide the official  
172                   report to be posted.  
173

174                   C. Treasurer

- 175                   1. Monthly Report – February & March 2026 – Reports are available on the Treasurer’s webpage  
176

177                   Received and placed on file  
178

179                   D. County Executive

- 180                   1. Available Budget Report – March 2026  
181

182                   Information only  
183

- 184                   2. FY2024 Audit Update  
185

186                   Information only – Mr. Peugh asked how many grants have been lost, how much money was lost and when  
187                   the audit will be completed. Ms. Hanauer-Friedman asked Mr. Peugh to contact staff with those specific  
188                   questions and reminded him that the outside auditor will not give a timeline for completion.  
189

190                   E. Other Business

191                   None  
192

193                   F. Chair’s Report

194                   None  
195

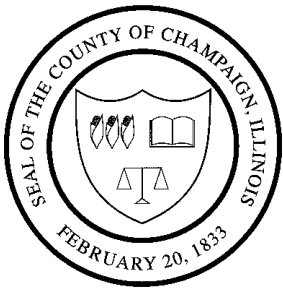
196                   G. Designation of Items to be Placed on the Consent Agenda

197                   None  
198

199                   None  
200

201                   None  
202

- 203 **IX. Justice and Social Services**  
204 A. Monthly Reports – All reports are available on each department’s webpage through the department  
205 reports page  
206 • Emergency Management Agency – February & March 2026  
207 • Probation & Court Services – February 2026  
208 • Public Defender – March 2026  
209 • Veterans’ Assistance Commission – January & February 2026  
210  
211 Received and placed on file  
212  
213 B. Animal Control  
214 1. Approving an Animal Control and Impound Services Agreement with the Village of Gifford  
215  
216 **MOTION** by Ms. Vanichtheeranont to recommend County Board approval of a resolution approving  
217 an Animal Control and Impound Services Agreement with the Village of Gifford; seconded by Mr.  
218 Esry. Upon vote, the **MOTION CARRIED**.  
219  
220 C. Other Business  
221  
222 None  
223  
224 D. Chair’s Report  
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226 None  
227  
228 E. Designation of Items to be Placed on the Consent Agenda  
229  
230 None  
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232 **X. Other Business**  
233  
234 None  
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236 **XI. Adjournment**  
237  
238 Chair Locke adjourned the meeting at 7:16 p.m.  
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240



# **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

102 E. Main Street, Urbana, Illinois 61801-2744

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**Steve Summers, County Executive**

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## **MEMORANDUM**

To: Honorable County Board Members  
From: Michelle Jett, Director of Administration  
Date: Tuesday, May 5, 2026  
RE: Board of Review Members

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Board of Review members are appointed by the County Executive with the advice and consent of the County Board. Although this is an appointment, they are employees of the County, and a job description is required. The current job description includes extensive language that is not typically provided, and the Executive's Office has drafted a job description that aligns better with the County's other job descriptions. A position outline has also been drafted that includes the more extensive language and would be used during the appointment process.

The current Board of Review position is listed in Grade Range I on the Salary Schedule. The salary grade ranges are set for 37.5 hours or 40 hours per week. The job description states that the Board of Review positions are staffed for 80% time or 30 hours per week. Since the salary grade ranges are for full-time employees, there is some confusion on what the salary range should be for new Board of Review members.

Administration would like clarification on the starting salary for a Board of Review member and whether these positions receive the annual cost of living adjustments. Any action taken will not affect the salary of current members.

### **REQUESTED ACTION FOR POLICY, PERSONNEL & APPOINTMENTS:**

***Provide direction to administration regarding the job description changes***

### **REQUESTED ACTION FOR FINANCE:**

***Provide direction to administration regarding grade range and cost of living adjustments***

#### Attachments

- Current Job Description
- Proposed Job Description
- Proposed Position Outline
- Grade Range I of the Salary Schedule

## **Champaign County Job Description**

**Job Title:** Board of Review Member  
**Department:** Board of Review  
**Reports To:** County Board Chair  
**FLSA Status:** Exempt - Appointed Position  
**Grade Range:** I  
**Prepared Date:** April, 2013

**POSITION PURPOSE** Receives, evaluates and prepares decisions on property tax appeals and makes necessary assessment corrections subject to Property Tax Appeal Board (PTABP) final ruling and changes within Champaign County.

**NATURE AND SCOPE** Each Board of Review member is appointed by the Champaign County Board for a 2-year term in accordance with Illinois State Statutes. Each June, the members meet to select from among themselves a chairman and a secretary through means of majority vote. The Board of Review then formulates and publishes the Board's rules and procedures in compliance with the Illinois Revised Statutes, Chapter 120. All decisions of the Board are passed by simple majority vote per Illinois Statutes.

The first priority of Board of Review members between July 1 through September 10th, is to be available to taxpayers who wish to file Assessment Complaints.

The Board of Review determines an estimated fair market value for each parcel for which an Assessment Complaint has been filed. In addition, the Board reads and evaluates parcel appraisals and/or other evidence submitted by complainants. They may perform a Board of Review market analysis in order to arrive at decisions of appropriate estimated market values. The Board of Review arrives at official decisions by majority vote, drafts Board decisions, calculates new assessments as required, and forwards written notices of Board decisions and revised assessments as appropriate.

The Board of Review also evaluates and responds to property tax appeals brought before the Illinois Property Tax Appeal Board. Such appeals may be the result of dissatisfaction with prior Board of Review decisions or may consist of an original appeal of a township multiplier. The Board of Review receives copies of all state appeals and related evidence submitted by appellants from Champaign County. In responding to State appeals, the Board reviews appeal information, reaches a majority opinion on market value of parcels, compiles evidence supporting the Board's opinion, submits all documents to the State, and represents Champaign County in hearings conducted by the State Property Tax Appeal Board.

Other Board of Review duties include processing applications for both homestead and non-homestead exemptions. For all non-homestead exemption applications, the Board of Review writes a recommendation and forwards those applications and recommendations to the Illinois Department of Revenue for a formal decision that either grants or denies the non-homestead exemption. Certificates of Error are issued to correct tax bills, omitted property is added to the tax rolls, and assessments are changed through the Board's own motions. All must follow the statutory guidelines.

The Board of Review also performs special projects including issuing news releases and speaking to County groups in order to promote citizen understanding of assessment laws and the Board of Review procedures. The Board also develops procedures which expedite the property tax appeal process and trains newly appointed members in required procedures and rules. A Board of Review member will attend all Tax Cycle Meetings.

The major challenges facing this position are interacting effectively with taxpayers, complying with statutory duties and timetables, and achieving assessment equity within Champaign County. Each year the Board of Review adopts Rules and Procedures.

The members work closely with the Champaign County Supervisor of Assessments Office and have contacts with various agencies and officials for the exchange of information regarding market values, assessments, and/or taxpayer complaints. They include township assessors, area appraisers, realtors, attorneys, the Illinois Department of Revenue, the Illinois Property Tax Appeal Board, and the State's Attorney's Office.

The performance of the Board of Review is measured against the adherence of the Board to state-mandated functions and timetables and achieving intra-county assessment equity.

The Illinois Property Tax Code requires that an applicant for this position pass the Board of Review examination conducted by the Illinois Department of Revenue before appointment. The appointee must be a licensed appraiser in the state of Illinois and/or possess certification as a Certified Illinois Assessing Officer (CIAO) designation within one year of appointment. Appointment is subjected to the discretion of the Champaign County Board.

The position is staffed as 80% time. The biggest time commitment is July 1-December 31. A near full-time commitment is necessary during the complaint period of July 1-September 10, with all complaint decisions and other necessary work to be done by December 31. The time from January 1-July 1 is more flexible, with work to be done as necessary and in a timely manner. Salaries for Board members are determined by the County Board.

**QUALIFICATIONS AND EXPERIENCE** Pursuant to 35 ILCS 200/6-20, to serve on the board of review, a candidate must have passed the examination prepared and administered by the Illinois Department of Revenue to determine competency to hold office. In addition, Champaign County requires candidates to have a minimum of two years' experience in the field of real estate or appraisal, and to hold a real estate appraisal or realtor license **or equivalent experience in another trade, profession or course of educational study.**

## **PRINCIPAL ACCOUNTABILITIES**

Formulates decisions on county property tax appeals by conducting hearings, evaluating evidence, performing parcel appraisals and issuing written notices of decisions.

Responds to State Property Tax Appeal Board cases by gathering appraisal data, evaluating taxpayer evidence, submitting findings to the State, and representing Champaign County at hearings.

Processes and approves non-homestead exemptions, certificates of error, destructions, adds omitted property, and changes assessments through the Board's own motion.

# Champaign County Job Description

**Job Title:** Board of Review Member

**Department:** Board of Review

**Reports To:** County Board Chair

**FLSA Status:** Exempt – Appointed Position

**Employment Status:** Non-Bargaining

**Pay Grade:** I

**Prepared Date:** April 2013

## Summary

Receives, evaluates, and prepares decisions on property tax appeals and makes necessary assessment corrections subject to Property Tax Appeal Board (PTAB) final ruling and changes within Champaign County.

## Essential Duties and Responsibilities

Include but not limited to the following as other duties may be assigned.

- Formulates decisions on county property tax appeals by conducting hearings, evaluating, and performing parcel appraisals and issuing written notices of decisions.
- Processes applications for both homestead and non-homestead exemptions, certificates of error, destructions, adds omitted property, and changes assessments through the Board's own motion.
- Performs special projects including issuing new releases and speaking to County groups to promote citizen understanding of assessment laws and Board of Reviews procedures.
- Develops procedures which expedite the property tax appeal process and trains newly appointed members in required procedures and rules.
- Responds to state's PTAB cases by gathering appraisal data, evaluating evidence, submitting findings to the State, and representing Champaign County at hearings.
- Works closely with the Champaign County Supervisor of Assessments Office and maintains positive relationships with various agencies and officials for the exchange of information regarding market values, assessments, and/or taxpayer complaints.

## Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

### Education and Experience

- A minimum of two (2) years of experience in the field of real estate or appraisal.
- To be considered to serve on the Board of Review, a candidate must have passed the examination prepared and administered by the Illinois Department of Revenue to determine competency to hold office.

### Language Skills

- Ability to write reports, business correspondence, policy, procedures, and recommendations.
- Ability to effectively present information and respond to questions from individuals, groups, the general public, and other employees of the organization.

### Mathematical Skills

- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.

### Reasoning Ability

- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

### Certificates, Licenses, Registrations

- Must hold a real estate appraisal or realtor's license.

## Notice

This document contains wording of a description of a general class of positions within the Champaign County salary administration program. The description contains examples of duties and responsibilities which may or may not be considered essential functions to a particular job or position with this job class. "Essential functions" are to be determined at the position of job level within each department.

## Position Purpose

Receives, evaluates, and prepares decisions on property tax appeals and makes necessary assessment corrections subject to Property Tax Appeal Board (PTAB) final ruling and changes within Champaign County.

## Nature and Scope

Each Board of Review member is appointed by the Champaign County Board for a two (2) year term in accordance with Illinois State Statutes.

Each June, the members meet to select from among themselves a chairman and secretary through means of majority vote. The Board of Review then formulates and publishes the Board's rules and procedures in compliance with the Illinois Revised Statutes, Chapter 120. All decisions of the Board are passed by simple majority vote per Illinois Statutes.

The priority of Board of Review members between July 1 through September 10 is to be available to taxpayers who wish to file Assessment Complaints.

The Board of Review determines an estimated fair market value for each parcel for which an Assessment Complaint has been filed. In addition, the Board reads and evaluates parcel appraisals and/or other evidence submitted by complainants. They may perform a Board of Review market analysis in order to arrive at decisions of appropriate estimated market values. The Board of Review arrives at official decisions by majority vote, drafts Board decisions, calculates new assessments as required, and forwards written notices of Board decisions and revised assessments as appropriate.

The Board of Review also evaluates and responds to property tax appeals brought before the Illinois PTAB. Such appeals may be the results of dissatisfaction with prior Board of Review decisions or may consist of an original appeal of a township multiplier. The Board of Review receives copies of all state appeals and related evidence submitted by appellants from Champaign County. In responding to State appeals, the Board reviews appeal information, reaches a majority opinion on market value of parcels, compiles evidence supporting the Board's opinion, submits all documents to the State, and represents Champaign County in hearings conducted by the State PTAB.

The Board of Review also performs special projects including issuing news releases and speaking to County groups in order to promote citizen understanding of assessment

laws and the Board of Review procedures. The Board also develops procedures which expedite the property tax appeal process and trains newly appointed members in required procedures and rules. A Board of Review member attends all Tax Cycle Meetings.

The major challenges facing this position are interacting effectively with taxpayers, complying with statutory duties and timetables, and achieving assessment equity within Champaign County. Each year the Board of Review adopts Rules and Procedures.

The Board of Review members work closely with the Champaign County Supervisor of Assessments Office and have contacts with various agencies and officials for the exchange of information regarding market values, assessments, and/or taxpayer complaints. They include township assessors, area appraisers, realtors, attorneys, the Illinois Department of Revenue, the Illinois PTAB, and the State's Attorney's Office.

The performance of the Board of Review is measured against the adherence of the Board to state-mandated functions and timetables as well as achieving intra-county assessment equity.

The position is staffed as 80% time. The biggest time commitment is July 1 through December 31. A near full-time commitment is necessary during the complaint period of July 1 through September 10, with all complaint decisions and other necessary work to be done by December 31. The time from January 1 through July 1 is more flexible, with work to be done as necessary and in a timely manner. Salaries for Board of Review members are determined by the County Board.

## Qualifications and Experience

Pursuant to 35 ILSC 200/6-20, to serve on the Board of Review, a candidate must have passed the examination prepared and administered by the Illinois Department of Revenue to determine competency to hold office. In addition, Champaign County requires candidates to have a minimum of two (2) years of experience in the field of real estate or appraisal, and to hold a real estate appraisal or realtor license or equivalent experience in another trade, profession, or course of educational study.

Salary Schedule for Non-Bargaining Postions

FY2026

					<ul style="list-style-type: none"> <li>* Mainframe Programmer (028)</li> <li>* PC Applications Programmer (028)</li> <li>* Planner (077)</li> <li>Senior Engineer (060)</li> <li>* Supervisor - Adult Services (052)</li> <li>Supervisor - Juvenile Services (052)</li> <li>Supervisor - Specialized Services (052)</li> <li>Systems Administrator (028)</li> </ul>
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GRADE	HOURS	MIN	MID	MAX	POSITION
<b>I</b>		<b>\$26.98</b>	<b>\$33.73</b>	<b>\$40.47</b>	
<b>650-730</b>	1950	\$52,602.62	\$65,778.38	\$78,913.97	Accountant - Payroll (016)
<b>481-535</b>	2080	\$56,109.46	\$70,163.60	\$84,174.90	Assistant Animal Control Director (047)
					Assistant Deputy/Appraiser (025)
					Assistant Deputy/Sales Analyst (025)
					Board of Review Member (021)
					Chief Deputy Coroner (042)
					Deputy EMA Coordinator (043)
					Executive Assistant (031)
					Executive Assistant to Public Defender (036)
					Executive Director - CAC (179)
					* GIS Specialist (111)
					HR Generalist (016)
					Insurance Specialist (016)
					Jr Systems Administrator (028)
					Office Manager/Accountant (060)
					Problem Solving Court Coordinator (031)
					Program Coordinator (140)
					Senior Accountant (020)
					Senior Executive Secretary (040, 041)
					Senior State's Attorney Investigator (041)
<b>H</b>		<b>\$23.16</b>	<b>\$28.95</b>	<b>\$34.74</b>	
<b>595-649</b>	1950	\$45,171.17	\$56,458.94	\$67,746.71	Accountant (020)
<b>441-480</b>	2080	\$48,182.58	\$60,222.86	\$72,263.15	Associate Planner (077)
					Chief Deputy Recorder (023)
					* Deputy Administrator-Veterinarian (248)
					Forensic Interviewer/Community Education (179)
					Investigator (036)
					Multi-Disciplinary Team (MDT) Coordinator (179)
					Office Manager (041)
					Software/Reporting Analyst (028)
					VAC Superintendent (127)
<b>G</b>		<b>\$21.00</b>	<b>\$26.24</b>	<b>\$31.50</b>	
<b>520-594</b>	1950	\$40,953.32	\$51,176.58	\$61,431.47	Application Support Specialist (028)
<b>401-440</b>	2080	\$43,683.54	\$54,588.35	\$65,526.90	Desktop Support Technician (028)
					Executive Assistant (030)

# Clayton Coulter

Champaign County IL | Generated 5/5/2026 @ 10:39 am by OnBoardGOV - Powered by ClerkBase

<b>Status</b>		<b>Board</b>	<b>Vacancies</b>	<b>Status</b>
<b>Name</b>	Clayton Coulter	Sadorus Fire Protection District	1	<span>Pending</span>
<b>Application Date</b>	4/28/2026			
<b>Expiration Date</b>	4/28/2125			
<b>Status</b>	<span>Received</span>			

## Basic Information

**Name**  
Clayton Coulter

**What experience and background do you have which you believe qualifies you for this appointment?**  
Was a trustee for Broadlands Longview Fire Protection District until I moved out of district. I have been a member of a fire department in good standing since age of 18. I serve as a board member of an insurance mutual. I farm and know the area.

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**  
Was formally a trustee so I feel I know how it works.

**Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.**  
None currently

**Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.**  
no

**Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.**  
yes

**What is your gender?**  
Male

**What is your ethnicity?**  
White

## Additional Information

### Notes

Generated 5/5/2026 @ 10:39 am

## Contact Information

**Address**  
471 COUNTY ROAD 800 EAST  
TOLONO, IL 61880

**Email**  
[Clayton.daci@yahoo.com](mailto:Clayton.daci@yahoo.com)

**Phone**  
(217)621-4391

## Occupation

# Rodney Wayne Loschen

Champaign County IL | Generated 5/8/2026 @ 10:10 am by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Rodney Wayne Loschen  
**Application Date** 5/6/2026  
**Expiration Date** 5/6/2125  
**Status** Received

Board	Vacancies	Status
Ludlow Fire Protection District	1	<span>Pending</span>

## Basic Information

**Name**  
Rodney Wayne Loschen

**What experience and background do you have which you believe qualifies you for this appointment?**  
I was a fireman for 15 years and a trustee for the past 12 years.

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**  
I have been a trustee for the past 12 years and am familiar with the workings of the fire department.

**Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.**  
I served on the Ludlow Coop Board for 2 or 3 years in the early 2000's.

**Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.**  
No

**Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.**  
Yes

**What is your gender?**  
Male

**What is your ethnicity?**  
White

## Additional Information

### Notes

Generated 5/8/2026 @ 10:10 am

## Contact Information

**Address**  
2146 COUNTY ROAD 3500 N  
LUDLOW, IL 60949

**Email**  
[cluschenfarm@aol.com](mailto:cluschenfarm@aol.com)

**Phone**  
(217) 778-8248

**Cell Phone**  
(217) 778-8248

## Occupation

**Professional Licenses**  
I am a self-employed farmer for the past 50+ years in Champaign and Ford Counties.

# TRUSTEE BRIAN THODE

Champaign County IL | Generated 5/8/2026 @ 10:12 am by OnBoardGOV - Powered by ClerkBase

## Status

**Name** TRUSTEE BRIAN THODE  
**Application Date** 5/7/2026  
**Expiration Date** 5/7/2125  
**Status** Received

Board	Vacancies	Status
Broadlands-Longview Fire Protection District	1	<span>Pending</span>

## Basic Information

**Name**  
TRUSTEE BRIAN THODE

### What experience and background do you have which you believe qualifies you for this appointment?

I HAVE BEEN A TRUSTEE SINCE 2002.HAVE OWNED MY OWN BUSINESS SINCE 1991.I UNDERSTAND HOW A SMALL BUSINESS OPERATES AND FIRE DISTRICT.I UNDERSTAND SETTING GOALS SHORT TERM AND LONG TERM.

### What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?

I KNOW HOW DAY TO DAY OPERATIONS WORK.I ALSO UNDERSTAND HOW THE TAX LEVY,BUDGET AND APPROPRIATIONS WORKS

### Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

NONE AT THIS TIME

### Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

No

### Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.

Yes

### What is your gender?

Male

### What is your ethnicity?

White

## Additional Information

### Notes

Generated 5/8/2026 @ 10:12 am

## Contact Information

**Address**  
304 SOUTH GRANT  
BROADLANDS, IL 61816

**Email**  
[thodetv@hotmail.com](mailto:thodetv@hotmail.com)

**Phone**  
2178343041

**Cell Phone**  
2174933041

## Occupation

**Professional Licenses**  
SELF EMPLOYEED

# Dr. Wallace Southerland, III

Champaign County IL | Generated 5/5/2026 @ 3:21 pm by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Dr. Wallace Southerland, III  
**Application Date** 5/4/2026  
**Expiration Date** 5/4/2125  
**Status** Received

Board	Vacancies	Status
Zoning Board of Appeals	1	<span>Pending</span>

## Basic Information

**Name**  
Dr. Wallace Southerland, III

**What experience and background do you have which you believe qualifies you for this appointment?**  
16-years living in Champaign Township; 34 years of decision-making and policy development experience in higher education which required shared decision-making and balancing competing interests; president of the Glenshire Homeowner's Association; knowledge of public policy process and community politics; strong oral and written communication skills.

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**  
The role of the appointing body is to review appeals that relate to zoning and permit matters and to make decisions in accordance with state law and applicable local ordinances. The body needs to balance the text of the law with the spirit of the law when considering appeals given some issues may not be the fault of the appellant. Decisions may be reviewed by the collective County Board as necessary.

**Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.**  
Not applicable. This opportunity would be my first opportunity.

**Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.**  
No, I do not anticipate any conflicts of interest because of relationships. I do not have family or spouse associated with zoning laws.

**Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.**  
Yes.

**What is your gender?**  
Male

**What is your ethnicity?**  
Black or African American

**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 roles are to be a good public servant advocating for residents; protect the best interests of the community; provide fair, balanced, honest, and transparent opportunity for developers to present their case; provide open forum for residents to express their viewpoints; and make decisions that are legal, ethical, just, compassionate, and based on facts and reliable information. I will carry out responsibilities by (1) being prepared to engage in decision-making; (2) ensuring that residents can participate in decision-making process; (3) ensuring that developers are treated fairly; and (4) making myself available to residents and developers as a sounding board to achieve the best decision.

## Contact Information

**Address**  
4002 Danbury Dr.  
Champaign, IL 61822

**Email**  
[wsthe3rdphd@gmail.com](mailto:wsthe3rdphd@gmail.com)

**Phone**  
919-815-5323

**Cell Phone**  
919-815-5323

## Occupation

**Professional Licenses**  
N/A. No licenses.

**Registrations/Certifications**  
N/A. No registrations or certifications. However, I am registered for an online course, Using Public Policy for Social Change, offered by University of Michigan.



## OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

102 East Main Street, Urbana, Illinois 61801-2744

Steve Summers, County Executive

### MEMORANDUM

**TO:** County Board Members  
**FROM:** Steve Summers, County Executive  
**DATE:** May 8, 2026  
**RE:** Recommended Board/Committee Appointments

Executive appointments for expiring terms of other community boards and committees are staggered throughout the year. In advance of term expirations, the Executive's Office advertises upcoming vacancies to notify interested applicants and to offer the Board the opportunity to recruit applicants or provide input to the Executive regarding any concerns or recommendations. Methods used to publicize upcoming vacancies include:

- Post on the county's website on the County Executive's page
- Post on the "vacancies" bulletin board located in Administrative Services
- E-mail notice to County Board Members and the news media
- Notice in the County Board's Committee of the Whole agenda under the Policy, Personnel and Appointments area of responsibility
- Word-of-mouth and inquiries from interested members of the public

Applications are reviewed and applicants interviewed. Considerations for making appointments include:

- Qualifications required by the board/commission statute or by-laws, including residence in the district, specific professional representation, required partisan balance, certifications and bonding requirements
- Constituent representation for demographic characteristics, including gender, race, age
- Constituent representation for geography of the district, including rural/urban or areas of the county
- Representation of consumers of the board's activities
- Difficulties or gaps in skills the board is experiencing
- Balance of experienced and newer members
- Balance of resources, interests and skills appointees can contribute to the board
- Input from County Board members; County officials; board members; staff and partners of the board with the vacancy, and interested members of the public

Prior to appointments being named, Board Members have an opportunity to see all applications (*italics indicates incumbent*) received in the May Committee of the Whole agenda packet. I have attached here the applications for appointments for open positions (*incumbents are noted in italics*) and will forward my recommendations to fill these openings at the June Committee of the Whole meeting.

**Locust Grove Cemetery Association – 2 positions – terms ending 6/30/2032**

- *Gregory Burr*

**Prairieview Cemetery Association – 3 positions – terms ending 6/30/2032**

- *Marcus Shaw*

**Mt. Olive Cemetery Association – 3 positions – terms ending 6/30/2032**

- *Bill Routh*
- *Darrell Schiff*

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Cemetery Association/Board

NAME: Gregory A. Burr

ADDRESS: 1779 Co Rd 1000 N. Urbana IL 61802  
Street City State Zip Code

EMAIL: Oldskul59@gmail.com PHONE: 217-722-6046

Check Box to Have Email Address Redacted on Public Documents

CEMETERY ASSOCIATION/BOARD: Locust Grove Cemetery

BEGINNING DATE OF TERM: 2026 ENDING DATE: 2032

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

- 1. Are you a resident of the State of Illinois?  Yes  No
- 2. Do you live within 15 miles of the cemetery or have a family interest?  Yes  No
- 3. What experience and background do you have which you believe qualifies you for this appointment?

Previous Experience on this board - Trustee since 2002.  
President from 2008-2010. Secretary. Treasurer from 2011  
to present. This is my 26th year on Locust Grove's board

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

As Secretary/Treasurer I am in charge of all the above.

- 5. Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

Locust Grove Cemetery only.

6. 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:

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7. Would you be available to regularly attend the scheduled meeting of the appointed body?  Yes  No If no, please explain:

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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 Office of the County Executive.

Gregory C. Bauer  
Signature

Date: 04/10/2026





Champaign County IL

# Application Form

Thanks for your interest in serving in one of our positions! Simply submit the form below and we'll contact you soon.

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## Boards and Seats

1 of 5

**Selection(s):**

Mt. Olive Cemetery

 Edit

## Profile

2 of 5

 Mr Darrell Schiff

 Edit

### Address

203 E Evergreen  
St Joseph, IL 61873

### Contact

**Email:** ddschiff@gmail.com

**Phone:** 2178984229

**Cell** 2178984229

**Phone:**

## Work/Profession

3 of 5

**Professional Licenses:**  
**Registrations/ Certifications:**

non  Edit

## Questions

4 of 5

**What is your gender?**

Male



**What is your ethnicity?**

White

### Notes

**What experience and background do you have which you believe qualifies you for this appointment?**

applying for a second term

**What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?**

I have been on this board for 1 term and part of it's operation

**Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.**

none

**Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.**

no

**Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.**

yes


# Acknowledgements

5 of 5

**Yes** Mt. Olive Cemetery \*: \* Appointees must be a resident of the State of Illinois \* Appointees must have a family interest or live within 15 miles of the cemetery



Please review the information you have entered above and edit if needed, then click **Submit Application!**

 Print Summary

ERROR for site owner:  
Invalid domain for site key

reCAPTCHA  
[Privacy](#) - [Terms](#)

This value is not a valid captcha.

 Submit Application



# Marcus James Shaw

Champaign County IL | Generated 5/5/2026 @ 3:25 pm by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Marcus James Shaw  
**Application Date** 4/1/2026  
**Expiration Date** 4/1/2125  
**Status** Received

Board	Vacancies	Status
Prairie View Cemetery	0	<span>Pending</span>

## Basic Information

**Name**  
Marcus James Shaw

### What experience and background do you have which you believe qualifies you for this appointment?

I have a background in agriculture, business, finance, and record keeping. A lot of my skills I have learned would qualify me for this appointment. Also I have family members buried at this cemetery, and attended last year's meeting to get an idea of what this role would require.

### What is your knowledge of the appointed body's operations, property holding's staff, taxes, and fees?

My mother and other family members our buried at this cemetery.

### Please list any boards, commissions, or public positions to which you have been appointed or elected and are currently serving.

None

### Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? If yes, please explain.

No

### Would you be available to regularly attend the scheduled meeting of the appointed body? If no, please explain.

Yes

### What is your gender?

Male

### What is your ethnicity?

White

## Additional Information

### Notes

Generated 5/5/2026 @ 3:25 pm

## Contact Information

**Address**  
32 Nightingale Cir  
Camargo, IL 61919

**Email**  
[mjshaw2@gmail.com](mailto:mjshaw2@gmail.com)

**Phone**  
217-840-6005

## Occupation



**Aaron Ammons**  
**Champaign County Clerk**  
Champaign County, Illinois

102 E Main St  
Urbana, IL 61801

Email: [vitals@champaigncountyil.gov](mailto:vitals@champaigncountyil.gov)  
Website: [www.champaigncountyil.gov](http://www.champaigncountyil.gov)

Vital Records: (217)384-3720  
Elections: (217)384-3724  
Fax: (217)384-1241  
TTY: (217)384-8601

**COUNTY CLERK**  
**MONTHLY REPORT**  
**APRIL**  
**2026**

Per 55 ILCS 5/3-2003.4

Liquor Licenses & Permits	11660.00
Civil Union License	140.00
Marriage License	6,160.00
Interests	5.38
Fidlar Processing Fees	750.00
Vital Clerk Fees	21,328.50
Tax Clerk Fees	3,443.00
Refunds of Overpayments	-
<b>TOTAL</b>	<b>43,486.88</b>
Additional Clerk Fees	1,770.00

**Budget Amendments - 2025**

Year	Month	Dept	Appropriations	Revenue	GF	Grant	Desc
2025	January	Correctional Center	375,000.00	-	GF	non-Grant	Out of County Boarding
2025	January	Sheriff	62,676.55	62,676.55	GF	Grant	Illinois Law Enforcement Training and Standards Board Grant
2025	February	ROE	7,066.00	-	GF	non-Grant	ROE payment
2025	March	Correctional Center	150,000.00	-	GF	non-Grant	Out of County Boarding
2025	March	Correctional Center	18,021.00	18,021.00	GF	Grant	Bureau of Justice Assistance Grant
2025	April	County Clerk	235,955.00		GF	non-Grant	Voting system contract
2025	April	General County	75,111.64		GF	non-Grant	CLA contract and ACFR work
2025	May	General County	388,062.68		GF	non-Grant	Carle settlement
2025	May	Sheriff	119,753.60	73,576.00	GF	Grant	DCFS collaboration
2025	June	General County	880,235.19		GF	non-Grant	Presence settlement
2025	August	Coroner	68,300.00		GF	non-Grant	autopsy services
2025	September	Public Defender	18,000.00		GF	non-Grant	Expert Witnesses
2025	October	State's Attorney	25,000.00		GF	non-Grant	FY25 commodities
2025	November	Facilities	150,000.00		GF	non-Grant	Increase to cover utilities
2025	November	Circuit Court	57,000.00	32,000.00	GF	Grant	Increase appropriations to cover AIOC
2025	December	Various	2,061,530.00	77,261.23	GF	non-Grant	Cover FY25 personnel overruns
2025	December	State's Attorney	3,936.13		GF	non-Grant	Cover FY25 open invoices
<b>Total</b>			<b>4,695,647.79</b>	<b>263,534.78</b>			<b>17</b>



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

102 E. Main Street, Urbana, Illinois 61801-2744

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**Steve Summers, County Executive**

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### **MEMORANDUM**

**To:** Elly Hanauer-Friedman, Chair of Finance; and  
John Farney, Vice-Chair of Finance; and  
Honorable Members of the Champaign County Board

**From:** **Travis Woodcock, Finance Director**

**Date:** May 12, 2026

**Re:** GIS BUA

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Champaign County's portion of the GIS Consortium dues and certain related software costs are paid from the GIS Fund, which is fully funded by fees and not the General Fund. The amount appropriated for FY2025 fell slightly short of the total expenses. This BUA will increase the appropriation which will be covered by the Fund's fund balance in order to cover the expenses.

# Journal Proof Report



Journal Number: 1688 Year: 2025 Period: 12 Description: GIS Dues

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2107-00-0251c-01-010-000-000-0000-502021-	DUES, LICENSE, & MEMBERSHP	Budget Shortfall		\$597.00	
			Journal 2025/12/1688	Total	\$597.00	\$0.00

Fund: 2107 Geographic Info System Fund

Dept: 010 County Board

Reason: Appropriation to cover budget shortfall for GIS dues.

Fund	Account Description	Debit	Credit
2107	GEOGRAPHIC INF SYS FUND (GIS)		
	2107-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$597.00
	2107-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$597.00	
	Fund Total	597	597



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

**To:** Champaign County Finance Committee  
**From:** Rita Morocoima-Black, Director of Planning and Community Development  
**Date:** April 30, 2026  
**RE:** County Board approval of the ATLAS grant upon award and budget amendment

The Illinois Department of Transportation (IDOT) is providing \$520,000 from the Planning-Metropolitan Planning Program and \$130,000 from State Planning Funds to the Champaign County Regional Planning Commission to develop the Advanced Transportation and Land-Use Analysis Suite (ATLAS). ATLAS will be a comprehensive planning tool designed to transform how local planning agencies in Champaign County access, analyze, and utilize transportation and land use data.

The primary objective of ATLAS is to enhance regional transportation planning capacity through improved data accessibility and analytical capabilities. Specifically, the project aims to:

1. Consolidate CCRPC’s existing transportation and land-use data resources and tools into a public, centralized, web-accessible platform.
2. Develop standardized templates for frequently requested transportation planning analyses.
3. Create intuitive interfaces that allow non-technical users to perform spatial analyses.
4. Generate professional-quality reports that can directly inform planning decisions and public engagement.

**Funder:** Illinois Department of Transportation (IDOT)  
**Grantee:** Illinois Department of Transportation (IDOT)  
**Recipient:** Champaign County Regional Planning Commission  
**Funding:** Planning-Metropolitan Planning Program and State Planning Funds  
**Description:** ATLAS will streamline access to a range of planning data and tools, enabling even smaller agencies with limited staff, time, and/or technical capacity to perform analyses that would otherwise require significant resources.  
**Grant Total:** \$650,000  
**Status:** Approved but awaiting execution of the grant agreement  
**Term:** January 1, 2026 – December 31, 2028

**Request:** County Board approval of the grant upon award and budget amendment.

**Champaign County Regional Planning Commission**

1776 E. Washington St. Urbana, IL 61802  
P 217.328.3313 F 217.328.2426  
TTY 217.384.3862 CCRPC.ORG

# Journal Proof Report



Journal Number: 27 Year: 2026 Period: 5

Description: 984 ATLAS

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2075-00-0225d-06-100-003-984-0000-400409-	STATE - STREETS AND HIGHWAYS	984 ATLAS GRANT BUDGET			\$80000.00
BUA	2075-00-0225d-06-100-003-984-0000-400453-	FEDERAL - STREETS AND HIGHWAYS	984 ATLAS GRANT BUDGET			\$320000.00
BUA	2075-00-0251c-06-100-003-984-0000-500103-	REGULAR FULL-TIME EMPLOYEES	984 ATLAS GRANT BUDGET		\$63440.00	
BUA	2075-00-0251c-06-100-003-984-0000-501017-	EQUIPMENT LESS THAN \$5000	984 ATLAS GRANT BUDGET		\$3200.00	
BUA	2075-00-0251c-06-100-003-984-0000-502002-	OUTSIDE SERVICES	984 ATLAS GRANT BUDGET		\$1812.00	
BUA	2075-00-0251c-06-100-003-984-0000-502003-	TRAVEL COSTS	984 ATLAS GRANT BUDGET		\$1248.00	
BUA	2075-00-0251c-06-100-003-984-0000-502004-	CONFERENCES AND TRAINING	984 ATLAS GRANT BUDGET		\$650.00	
BUA	2075-00-0251c-06-100-003-984-0000-502047-	SOFTWARE LICENSE & SAAS	984 ATLAS GRANT BUDGET		\$11770.00	
BUA	2075-00-0251c-06-100-003-984-0000-599998-	INDIRECT	984 ATLAS GRANT BUDGET		\$33623.00	
BUA	2075-00-0251c-06-100-003-984-0000-599999-	FRINGE	984 ATLAS GRANT BUDGET		\$34257.00	
BUA	2075-00-0251c-06-100-003-984-0000-502001-	PROFESSIONAL SERVICES	984 ATLAS GRANT BUDGET		\$250000.00	
			Journal 2026/5/27	Total	\$400000.00	\$400000.00

Fund: 2075 Regional Planning Commission  
 Dept: 100 Regional Planning Commission  
 Reason: Appropriation of ATLAS grant funds.

Fund	Account Description	Debit	Credit
2075	REGIONAL PLANNING COMM		
	2075-00-0146t-00-000-000-000-0000-300101-	\$400000.00	
	2075-00-0146t-00-000-000-000-0000-300301-		\$400000.00
Fund Total		400000	400000

# YTD Available Budget Report



Account Number	Account Desc	Original Budget	Transfers	Revised Budget	YTD Actuals	Encumbrances	Available Budget	% Used
<b>1080 GENERAL CORPORATE</b>		<b>53,515,148.00</b>	<b>0.00</b>	<b>53,515,148.00</b>	<b>15,600,714.09</b>	<b>156,571.23</b>	<b>37,757,862.68</b>	<b>29.44 %</b>
<b>010 COUNTY BOARD</b>		<b>208,358.00</b>	<b>0.00</b>	<b>208,358.00</b>	<b>70,322.98</b>	<b>0.00</b>	<b>138,035.02</b>	<b>33.75 %</b>
O PERSONNEL		122,970.00	0.00	122,970.00	35,447.22	0.00	87,522.78	28.83 %
Q COMMODITIES		11,150.00	0.00	11,150.00	2,475.95	0.00	8,674.05	22.21 %
S SERVICES		74,238.00	0.00	74,238.00	32,399.81	0.00	41,838.19	43.64 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>012 TORNADO SIRENS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
Q COMMODITIES		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
S SERVICES		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>013 DEBT SERVICE</b>		<b>1,465,200.00</b>	<b>0.00</b>	<b>1,465,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,465,200.00</b>	<b>0.00 %</b>
S SERVICES		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
Y DEBT		1,465,200.00	0.00	1,465,200.00	0.00	0.00	1,465,200.00	0.00 %
<b>016 ADMINISTRATIVE SERVICES</b>		<b>1,464,020.00</b>	<b>0.00</b>	<b>1,464,020.00</b>	<b>512,477.34</b>	<b>11,193.19</b>	<b>940,349.47</b>	<b>35.77 %</b>
O PERSONNEL		1,056,565.00	0.00	1,056,565.00	387,986.39	0.00	668,578.61	36.72 %
Q COMMODITIES		343,100.00	(767.50)	342,332.50	114,931.19	11,193.19	216,208.12	36.84 %
S SERVICES		64,355.00	767.50	65,122.50	9,559.76	0.00	55,562.74	14.68 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>017 COOPERATIVE EXTENSION SRV</b>		<b>457,400.00</b>	<b>0.00</b>	<b>457,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>457,400.00</b>	<b>0.00 %</b>
S SERVICES		457,400.00	0.00	457,400.00	0.00	0.00	457,400.00	0.00 %
Y DEBT		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>020 AUDITOR</b>		<b>108,554.00</b>	<b>0.00</b>	<b>108,554.00</b>	<b>45,489.32</b>	<b>0.00</b>	<b>63,064.68</b>	<b>41.90 %</b>
O PERSONNEL		101,182.00	0.00	101,182.00	45,289.32	0.00	55,892.68	44.76 %
Q COMMODITIES		1,407.00	0.00	1,407.00	0.00	0.00	1,407.00	0.00 %
S SERVICES		5,965.00	0.00	5,965.00	200.00	0.00	5,765.00	3.35 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>021 BOARD OF REVIEW</b>		<b>173,887.00</b>	<b>0.00</b>	<b>173,887.00</b>	<b>43,908.89</b>	<b>0.00</b>	<b>129,978.11</b>	<b>25.25 %</b>
O PERSONNEL		157,168.00	0.00	157,168.00	38,339.03	0.00	118,828.97	24.39 %
Q COMMODITIES		2,075.00	0.00	2,075.00	0.00	0.00	2,075.00	0.00 %
S SERVICES		14,644.00	0.00	14,644.00	5,569.86	0.00	9,074.14	38.04 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>022 COUNTY CLERK</b>		<b>1,601,254.00</b>	<b>0.00</b>	<b>1,601,254.00</b>	<b>659,382.97</b>	<b>0.00</b>	<b>941,871.03</b>	<b>41.18 %</b>
O PERSONNEL		999,099.00	0.00	999,099.00	438,877.81	0.00	560,221.19	43.93 %
Q COMMODITIES		101,140.00	(1,000.00)	100,140.00	21,932.14	0.00	78,207.86	21.90 %
S SERVICES		458,480.00	16,200.00	474,680.00	198,573.02	0.00	276,106.98	41.83 %
W INTERFUND EXPENSE		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL		42,535.00	(15,200.00)	27,335.00	0.00	0.00	27,335.00	0.00 %
<b>023 RECORDER</b>		<b>204,904.00</b>	<b>0.00</b>	<b>204,904.00</b>	<b>70,899.14</b>	<b>0.00</b>	<b>134,004.86</b>	<b>34.60 %</b>
O PERSONNEL		202,480.00	0.00	202,480.00	70,376.65	0.00	132,103.35	34.76 %
Q COMMODITIES		644.00	0.00	644.00	239.81	0.00	404.19	37.27 %
S SERVICES		1,780.00	0.00	1,780.00	282.68	0.00	1,497.32	15.90 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>025 SUPERVISOR OF ASSESSMENT</b>		<b>449,850.00</b>	<b>0.00</b>	<b>449,850.00</b>	<b>172,652.62</b>	<b>0.00</b>	<b>277,197.38</b>	<b>38.38 %</b>
O PERSONNEL		406,208.00	0.00	406,208.00	160,852.85	0.00	245,355.15	39.60 %
Q COMMODITIES		11,132.00	150.00	11,282.00	8,082.32	0.00	3,199.68	71.64 %
S SERVICES		32,510.00	(150.00)	32,360.00	3,717.45	0.00	28,642.55	11.49 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>026 COUNTY TREASURER</b>		<b>488,922.00</b>	<b>0.00</b>	<b>488,922.00</b>	<b>190,306.77</b>	<b>0.00</b>	<b>298,615.23</b>	<b>38.92 %</b>
O PERSONNEL		457,096.00	0.00	457,096.00	184,077.50	0.00	273,018.50	40.27 %
Q COMMODITIES		6,635.00	1,944.00	8,579.00	2,976.63	0.00	5,602.37	34.70 %
S SERVICES		25,191.00	(1,944.00)	23,247.00	3,252.64	0.00	19,994.36	13.99 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>028 INFORMATION TECHNOLOGY (IT)</b>		<b>1,958,858.00</b>	<b>0.00</b>	<b>1,958,858.00</b>	<b>609,239.94</b>	<b>0.00</b>	<b>1,349,618.06</b>	<b>31.10 %</b>
O PERSONNEL		1,479,608.00	0.00	1,479,608.00	499,046.96	0.00	980,561.04	33.73 %
Q COMMODITIES		100,500.00	(1,039.85)	99,460.15	17,374.69	0.00	82,085.46	17.47 %
S SERVICES		378,750.00	1,039.85	379,789.85	92,818.29	0.00	286,971.56	24.44 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>030 CIRCUIT CLERK</b>		<b>2,018,467.00</b>	<b>0.00</b>	<b>2,018,467.00</b>	<b>693,614.18</b>	<b>13,713.04</b>	<b>1,311,139.78</b>	<b>35.04 %</b>
O PERSONNEL		1,665,145.00	0.00	1,665,145.00	622,612.82	0.00	1,042,532.18	37.39 %
Q COMMODITIES		114,548.00	(1,040.00)	113,508.00	23,673.64	13,713.04	76,121.32	32.94 %
S SERVICES		207,830.00	1,040.00	208,870.00	40,719.46	0.00	168,150.54	19.49 %
U CAPITAL		30,944.00	0.00	30,944.00	6,608.26	0.00	24,335.74	21.35 %
<b>031 CIRCUIT COURT</b>		<b>1,522,553.00</b>	<b>0.00</b>	<b>1,522,553.00</b>	<b>526,623.29</b>	<b>0.00</b>	<b>995,929.71</b>	<b>34.59 %</b>
O PERSONNEL		874,803.00	0.00	874,803.00	353,148.69	0.00	521,654.31	40.37 %
Q COMMODITIES		32,100.00	240.00	32,340.00	7,250.56	0.00	25,089.44	22.42 %
S SERVICES		615,650.00	(240.00)	615,410.00	166,224.04	0.00	449,185.96	27.01 %
W INTERFUND EXPENSE		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>032 JURY COMMISSION</b>		<b>178,941.00</b>	<b>0.00</b>	<b>178,941.00</b>	<b>47,786.47</b>	<b>0.00</b>	<b>131,154.53</b>	<b>26.70 %</b>
O PERSONNEL		57,405.00	0.00	57,405.00	18,236.64	0.00	39,168.36	31.77 %
Q COMMODITIES		10,836.00	0.00	10,836.00	1,175.33	0.00	9,660.67	10.84 %
S SERVICES		110,700.00	0.00	110,700.00	28,374.50	0.00	82,325.50	25.63 %
U CAPITAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %

# YTD Available Budget Report



036 PUBLIC DEFENDER	1,953,526.00	0.00	1,953,526.00	706,759.54	0.00	1,246,766.46	36.18 %
O PERSONNEL	1,864,033.00	0.00	1,864,033.00	670,984.56	0.00	1,193,048.44	36.00 %
Q COMMODITIES	17,011.00	1,299.00	18,310.00	10,039.96	0.00	8,270.04	54.83 %
S SERVICES	72,482.00	(1,299.00)	71,183.00	25,735.02	0.00	45,447.98	36.15 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
040 SHERIFF	7,606,985.00	0.00	7,606,985.00	3,176,435.32	128,809.00	4,301,740.68	43.45 %
O PERSONNEL	5,705,282.00	0.00	5,705,282.00	2,050,078.72	0.00	3,655,203.28	35.93 %
Q COMMODITIES	299,856.00	(87,181.00)	212,675.00	91,214.93	0.00	121,460.07	42.89 %
S SERVICES	1,371,828.00	(22.00)	1,371,806.00	849,000.67	0.00	522,805.33	61.89 %
U CAPITAL	230,019.00	87,203.00	317,222.00	186,141.00	128,809.00	2,272.00	99.28 %
041 STATES ATTORNEY	3,199,836.00	(542.60)	3,199,293.40	1,280,979.51	0.00	1,918,313.89	40.04 %
O PERSONNEL	2,999,691.00	0.00	2,999,691.00	1,178,259.77	0.00	1,821,431.23	39.28 %
Q COMMODITIES	52,070.00	17.59	52,087.59	15,795.21	0.00	36,292.38	30.32 %
S SERVICES	148,075.00	(560.19)	147,514.81	86,924.53	0.00	60,590.28	58.93 %
W INTERFUND EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
042 CORONER	828,271.00	0.00	828,271.00	375,107.05	0.00	453,163.95	45.29 %
O PERSONNEL	558,713.00	0.00	558,713.00	221,797.92	0.00	336,915.08	39.70 %
S SERVICES	245,988.00	(4,448.56)	241,539.44	135,970.43	0.00	105,569.01	56.29 %
Q COMMODITIES	23,570.00	4,448.56	28,018.56	17,338.70	0.00	10,679.86	61.88 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
043 EMERGENCY MGMT AGCY (EMA)	195,087.00	0.00	195,087.00	57,867.50	0.00	137,219.50	29.66 %
O PERSONNEL	160,396.00	0.00	160,396.00	50,405.97	0.00	109,990.03	31.43 %
Q COMMODITIES	6,924.00	(426.00)	6,498.00	1,399.99	0.00	5,098.01	21.55 %
S SERVICES	27,767.00	426.00	28,193.00	6,061.54	0.00	22,131.46	21.50 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
051 JUVENILE DETENTION CENTER	2,190,554.00	0.00	2,190,554.00	776,714.66	0.00	1,413,839.34	35.46 %
O PERSONNEL	1,838,928.00	0.00	1,838,928.00	657,101.71	0.00	1,181,826.29	35.73 %
Q COMMODITIES	92,611.00	0.00	92,611.00	24,886.60	0.00	67,724.40	26.87 %
S SERVICES	259,015.00	0.00	259,015.00	94,726.35	0.00	164,288.65	36.57 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
052 COURT SERVICES -PROBATION	2,111,852.00	0.00	2,111,852.00	802,551.59	0.00	1,309,300.41	38.00 %
O PERSONNEL	2,083,797.00	0.00	2,083,797.00	793,244.31	0.00	1,290,552.69	38.07 %
Q COMMODITIES	18,055.00	10.00	18,065.00	5,856.28	0.00	12,208.72	32.42 %
S SERVICES	10,000.00	(10.00)	9,990.00	3,451.00	0.00	6,539.00	34.54 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
057 DEPUTY SHERIFF MERIT COMM	27,160.00	0.00	27,160.00	12,342.78	0.00	14,817.22	45.45 %
O PERSONNEL	950.00	0.00	950.00	90.00	0.00	860.00	9.47 %
Q COMMODITIES	300.00	0.00	300.00	0.00	0.00	300.00	0.00 %
S SERVICES	25,910.00	0.00	25,910.00	12,252.78	0.00	13,657.22	47.29 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
059 FACILITIES PLANNING	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
Y DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
060 HIGHWAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
S SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
071 PUBLIC PROP (PHYS, PLNT, FAC)	6,467,264.00	0.00	6,467,264.00	1,008,910.78	0.00	5,458,353.22	15.60 %
O PERSONNEL	1,278,672.00	0.00	1,278,672.00	531,082.95	0.00	747,589.05	41.53 %
Q COMMODITIES	195,900.00	(2,000.00)	193,900.00	72,640.57	0.00	121,259.43	37.46 %
S SERVICES	1,069,579.00	2,000.00	1,071,579.00	405,187.26	0.00	666,391.74	37.81 %
Y DEBT	183,150.00	0.00	183,150.00	0.00	0.00	183,150.00	0.00 %
W INTERFUND EXPENSE	3,739,963.00	0.00	3,739,963.00	0.00	0.00	3,739,963.00	0.00 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
072 ADA COMPLIANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
S SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
075 GENERAL COUNTY	6,347,947.00	0.00	6,347,947.00	194,915.67	0.00	6,153,031.33	3.07 %
O PERSONNEL	4,963,250.00	0.00	4,963,250.00	23,568.26	0.00	4,939,681.74	0.47 %
Q COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
S SERVICES	485,380.00	0.00	485,380.00	171,347.41	0.00	314,032.59	35.30 %
Y DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
W INTERFUND EXPENSE	899,317.00	0.00	899,317.00	0.00	0.00	899,317.00	0.00 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
077 ZONING AND ENFORCE (P&Z)	520,353.00	0.00	520,353.00	186,841.68	0.00	333,511.32	35.91 %
O PERSONNEL	493,601.00	0.00	493,601.00	182,238.39	0.00	311,362.61	36.92 %
Q COMMODITIES	5,125.00	0.00	5,125.00	2,311.16	0.00	2,813.84	45.09 %
S SERVICES	21,627.00	0.00	21,627.00	2,292.13	0.00	19,334.87	10.60 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
124 REGIONAL OFFICE EDUCATION	259,856.00	0.00	259,856.00	129,927.97	0.00	129,928.03	50.00 %
S SERVICES	259,856.00	0.00	259,856.00	129,927.97	0.00	129,928.03	50.00 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
127 VETERANS ASSISTNC COMSSN	214,430.00	0.00	214,430.00	65,981.00	0.00	148,449.00	30.77 %
O PERSONNEL	90,780.00	0.00	90,780.00	18,856.79	0.00	71,923.21	20.77 %
Q COMMODITIES	825.00	4,000.00	4,825.00	2,199.78	0.00	2,625.22	45.60 %
S SERVICES	122,825.00	(4,000.00)	118,825.00	44,924.43	0.00	73,900.57	37.81 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %

# YTD Available Budget Report



130 CIRC CLK SUPPORT ENFORCE	12,000.00	0.00	12,000.00	0.00	0.00	12,000.00	0.00 %
O PERSONNEL	12,000.00	0.00	12,000.00	0.00	0.00	12,000.00	0.00 %
W INTERFUND EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
140 CORRECTIONAL CENTER	8,844,990.00	0.00	8,844,990.00	3,074,655.91	2,856.00	5,767,478.09	34.79 %
O PERSONNEL	6,291,297.00	0.00	6,291,297.00	2,314,845.20	0.00	3,976,451.80	36.79 %
Q COMMODITIES	1,075,179.00	0.00	1,075,179.00	235,452.95	2,856.00	836,870.05	22.16 %
S SERVICES	1,478,514.00	0.00	1,478,514.00	524,357.76	0.00	954,156.24	35.47 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
141 STS ATTY SUPPORT ENFORCE	433,869.00	542.60	434,411.60	108,019.22	0.00	326,392.38	24.87 %
O PERSONNEL	425,318.00	0.00	425,318.00	107,253.24	0.00	318,064.76	25.22 %
Q COMMODITIES	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00	0.00 %
S SERVICES	3,051.00	542.60	3,593.60	765.98	0.00	2,827.62	21.31 %
U CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Grand Total:</b>	<b>53,515,148.00</b>	<b>0.00</b>	<b>53,515,148.00</b>	<b>15,600,714.09</b>	<b>156,571.23</b>	<b>37,757,862.68</b>	<b>29.44 %</b>



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

102 E. Main Street, Urbana, Illinois 61801-2744

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**Steve Summers, County Executive**

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### **MEMORANDUM**

**To:** Elly Hanauer-Friedman, Chair of Finance; and  
John Farney, Vice-Chair of Finance; and  
Honorable Members of the Champaign County Board

**From:** **Travis Woodcock, Finance Director**

**Date:** May 12, 2026

**Re:** FY24 Audit Update – Information Only

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Over the past several weeks, Clifton, Larson, Allen LLP (CLA) have been working on testing items associated with the trial balance for the FY24 Audit. They have been able to bring in enough staff to have a full crew. Requests from CLA to County staff have significantly slowed recently as CLA is hopefully completing much of their testing requirements. The County is still turning all requests around as quickly as possible, many times on the same day depending on the nature of the request. The County has informed CLA that we are not submitting the FY24 ACFR for the GFOA award, so they do not need to do the extra items that are only required because of the GFOA award, which should somewhat reduce the work CLA needs to do to complete the ACFR.



## OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

102 E. Main Street, Urbana, Illinois 61801-2744

**Steve Summers, County Executive**

### MEMORANDUM

To: Elly Hanauer-Friedman, Chair of Finance; and  
John Farney, Vice-Chair of Finance; and  
Honorable Members of the Champaign County Board

From: **Travis Woodcock, Finance Director**

Date: May 12, 2026

Re: GIS Fees

Champaign County's portion of the GIS Consortium dues and certain related software costs are paid from the GIS Fund, which is fully funded by fees. The number of fees collected each year, which is not in the County's control, drives the total revenue. During the real estate boom several years ago, the County was collecting a larger number of fees than normal, which allowed for the GIS Fund fund balance to grow. However, now that the real estate market has cooled, the yearly revenue (see table below) is not enough to cover the GIS Consortium dues. This has caused the GIS Fund fund balance to drop from \$456,267 in FY2022 to \$210,736 in just three years. Due to the swings in the real estate market affecting this fund so much, these fees need to be analyzed and potentially updated from time to time.

	FY20	FY21	FY22	FY23	FY24	FY25
Charges for Services	382,263	420,503	310,011	254,259	219,441	275,178

Attached is an analysis, based on the analysis that Bellwether prepared for the County in 2015. Given the number of recorded documents over the past couple of years, if the County raises their rate from \$15 to \$25, the GIS Consortium dues and software cost will be covered for the year. It also includes a small buffer to cover the GIS Consortium's dues increase that will take place starting in January 2027. Per statute, the Recorder's Office receives \$1 of the fee per transaction, so the GIS Fund's portion would increase from \$14 to \$24.

The General Fund does not have the capacity to cover these costs if the fees do not cover them. So, it is imperative that the County keeps a fund balance in the GIS Fund and also potentially updates the fees when the real estate market changes.

REVENUE	Notes
18,000 Number of Recorded Documents	Variable: average of last three years (2021 - 2023)(projected))
14.00 Current Fee per Document	Variable: rounded average of last three years (2021 - 2023)(projected))
252,000.00 Total Recorded Fees	Variable: rounded average of last three years (2021 - 2023)(projected))
Interest Income (Fund 2107 & Fund 8850)	Variable: rounded average of last three years (2021 - 2023)(projected))
Technology Service Contracts	Stable: 2023 rounded total
Local Government Reimbursement	Variable: rounded average of last three years (2021 - 2023)(projected))
Mip and Data Sales	2023 Membership Assessments
Consortium Offset	
<b>250,000.00</b>	
<b>0% Consortium Offset Percentage</b>	
<b>EXPENSES</b>	<b>Notes</b>
Total Department Labor Costs	Salaries and Benefits: rounded average of 3 year projections (2023-2025)
Total Department Non-Labor Costs	Services & Commodities not included in County Overhead
Annualized Capital Costs (1/3 of County ortho-acquisition fees)	Rent, internal audit, IT services, etc.
County Overhead	ESR1 and Sidwell software used by County Departments (fund 2107)
County software	
<b>420,000.00</b>	
<b>\$ 170,000.00 Net Increase</b>	

CALCULATIONS	
Revenue per Unit	\$ 13.89
Cost per Unit	\$ 23.33
Gap	\$ (9.44)
Annualized Value	\$ 420,000.00
Current Recorder GIS Fee	\$ 15.00
Applied Volume	18,000
Current Gross Fees	\$ 270,000.00
Current Recorder GIS Fee * Applied Volume	\$ 270,000.00
GIS Net Fees	\$ 252,000.00
GIS Fee Fund Portion (14) * Applied Volume	\$ 252,000.00
Current GIS Fee plus gap	\$ 24.44
Current Recorder GIS Fee - Gap	\$ 24.44
Rounded Value	\$ 25.00
Roundup Current GIS Fee plus gap	\$ 25.00
Applied Volume	18,000
Proposed Gross Fees	\$ 450,000.00
Current GIS Fee plus gap * Applied Volume	\$ 450,000.00
GIS Net Fees	\$ 432,000.00
Rounded Value * Applied Volume	\$ 432,000.00
Overall GIS Fee Net Increase (Non-Rounded)	\$ 170,000.00
Overall GIS Fee Net Increase	\$ 170,000.00
Overall GIS Fee Net Increase (Revenue)	\$ 180,000.00
Overall GIS Fee Net Increase (Revenue)	\$ 180,000.00

**RESOLUTION NO. 2026-XXX**

**RESOLUTION ESTABLISHING SALARIES OF COUNTYWIDE ELECTED OFFICIALS  
(COUNTY EXECUTIVE, COUNTY CLERK, TREASURER)**

WHEREAS, the County Board is statutorily required to determine the amount of compensation for the offices of County Executive (55 ILCS 5/2-5012), County Clerk (55 ILCS 5/4-6001), and Treasurer (55 ILCS 5/4-6001), and to do so without regard to awards or stipends from State funds for those offices; and

WHEREAS, pursuant to 50 ILCS 145/2, compensation for the offices of County Executive, County Clerk, and Treasurer must be fixed at least 180 days before the term of office begins on December 1, 2026 and cannot constitutionally be increased or decreased thereafter until after the term beginning 2026 ends in the year 2030 (IL. Const. 1970 Art. VII § 9 (b)); and

WHEREAS, pursuant to 50 ILCS 145/2(b) and the below-indicated statutes, the following elected officers are expected to receive the following stipends in addition to the compensation to be paid by the county:

County Clerk - \$6,500 (55 ILCS 5/4-6001(d))  
Treasurer - \$6,500 (55 ILCS 5/3-10007); and

WHEREAS, the County Board must balance its duty to fairly and adequately compensate all elected officials - including the County Executive, County Clerk and Treasurer - with its duty to protect the public's tax dollars and provide County services effectively and efficiently; and

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the County Board of the County of Champaign, Illinois that the salaries for the Circuit Clerk, Auditor, Coroner, and County Board Chair shall be fixed as follows:

Position	For the 12 months beginning 12/1/2026	For the 12 months beginning 12/1/2027	For the 12 months beginning 12/1/2028	For the 12 months beginning 12/1/2029
County Executive				
County Clerk				
Treasurer				

**BE IT FURTHER RESOLVED** that the County Executive, County Clerk and Treasurer shall be entitled to receive health insurance benefits under the County policy with premiums to be set at the same contribution amount as that charged to employees not covered under collective bargaining agreements and shall be entitled to participate in IMRF, and shall be entitled to receive any ancillary benefits under County policy with premiums if any to be set at the same contribution amount as that charged to employees not covered under collective bargaining agreements.

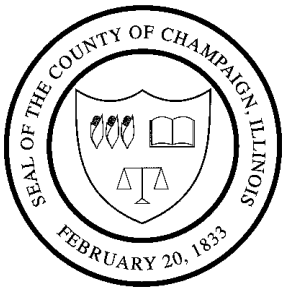
**BE IT FURTHER RESOLVED** that this Resolution amends Resolution No. 2022-117 and supersedes said resolution.

**PRESENTED, ADOPTED, APPROVED, AND RECORDED** this 21<sup>st</sup> day of May A.D. 2026.

\_\_\_\_\_  
Jennifer Locke, Chair  
Champaign County Board

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Steve Summers, County Executive  
Date: \_\_\_\_\_



## **OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE**

102 E. Main Street, Urbana, Illinois 61801-2744

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**Steve Summers, County Executive**

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### **MEMORANDUM**

To: Honorable County Board Members  
From: Michelle Jett, Director of Administration  
Date: Tuesday, May 5, 2026  
RE: Board of Review Members

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Board of Review members are appointed by the County Executive with the advice and consent of the County Board. Although this is an appointment, they are employees of the County, and a job description is required. The current job description includes extensive language that is not typically provided, and the Executive's Office has drafted a job description that aligns better with the County's other job descriptions. A position outline has also been drafted that includes the more extensive language and would be used during the appointment process.

The current Board of Review position is listed in Grade Range I on the Salary Schedule. The salary grade ranges are set for 37.5 hours or 40 hours per week. The job description states that the Board of Review positions are staffed for 80% time or 30 hours per week. Since the salary grade ranges are for full-time employees, there is some confusion on what the salary range should be for new Board of Review members.

Administration would like clarification on the starting salary for a Board of Review member and whether these positions receive the annual cost of living adjustments. Any action taken will not affect the salary of current members.

#### **REQUESTED ACTION FOR POLICY, PERSONNEL & APPOINTMENTS:**

***Provide direction to administration regarding the job description changes***

#### **REQUESTED ACTION FOR FINANCE:**

***Provide direction to administration regarding grade range and cost of living adjustments***

#### Attachments

- Current Job Description
- Proposed Job Description
- Proposed Position Outline
- Grade Range I of the Salary Schedule

## Champaign County Job Description

**Job Title:** Board of Review Member  
**Department:** Board of Review  
**Reports To:** County Board Chair  
**FLSA Status:** Exempt - Appointed Position  
**Grade Range:** I  
**Prepared Date:** April, 2013

**POSITION PURPOSE** Receives, evaluates and prepares decisions on property tax appeals and makes necessary assessment corrections subject to Property Tax Appeal Board (PTABP) final ruling and changes within Champaign County.

**NATURE AND SCOPE** Each Board of Review member is appointed by the Champaign County Board for a 2-year term in accordance with Illinois State Statutes. Each June, the members meet to select from among themselves a chairman and a secretary through means of majority vote. The Board of Review then formulates and publishes the Board's rules and procedures in compliance with the Illinois Revised Statutes, Chapter 120. All decisions of the Board are passed by simple majority vote per Illinois Statutes.

The first priority of Board of Review members between July 1 through September 10th, is to be available to taxpayers who wish to file Assessment Complaints.

The Board of Review determines an estimated fair market value for each parcel for which an Assessment Complaint has been filed. In addition, the Board reads and evaluates parcel appraisals and/or other evidence submitted by complainants. They may perform a Board of Review market analysis in order to arrive at decisions of appropriate estimated market values. The Board of Review arrives at official decisions by majority vote, drafts Board decisions, calculates new assessments as required, and forwards written notices of Board decisions and revised assessments as appropriate.

The Board of Review also evaluates and responds to property tax appeals brought before the Illinois Property Tax Appeal Board. Such appeals may be the result of dissatisfaction with prior Board of Review decisions or may consist of an original appeal of a township multiplier. The Board of Review receives copies of all state appeals and related evidence submitted by appellants from Champaign County. In responding to State appeals, the Board reviews appeal information, reaches a majority opinion on market value of parcels, compiles evidence supporting the Board's opinion, submits all documents to the State, and represents Champaign County in hearings conducted by the State Property Tax Appeal Board.

Other Board of Review duties include processing applications for both homestead and non-homestead exemptions. For all non-homestead exemption applications, the Board of Review writes a recommendation and forwards those applications and recommendations to the Illinois Department of Revenue for a formal decision that either grants or denies the non-homestead exemption. Certificates of Error are issued to correct tax bills, omitted property is added to the tax rolls, and assessments are changed through the Board's own motions. All must follow the statutory guidelines.

The Board of Review also performs special projects including issuing news releases and speaking to County groups in order to promote citizen understanding of assessment laws and the Board of Review procedures. The Board also develops procedures which expedite the property tax appeal process and trains newly appointed members in required procedures and rules. A Board of Review member will attend all Tax Cycle Meetings.

The major challenges facing this position are interacting effectively with taxpayers, complying with statutory duties and timetables, and achieving assessment equity within Champaign County. Each year the Board of Review adopts Rules and Procedures.

The members work closely with the Champaign County Supervisor of Assessments Office and have contacts with various agencies and officials for the exchange of information regarding market values, assessments, and/or taxpayer complaints. They include township assessors, area appraisers, realtors, attorneys, the Illinois Department of Revenue, the Illinois Property Tax Appeal Board, and the State's Attorney's Office.

The performance of the Board of Review is measured against the adherence of the Board to state-mandated functions and timetables and achieving intra-county assessment equity.

The Illinois Property Tax Code requires that an applicant for this position pass the Board of Review examination conducted by the Illinois Department of Revenue before appointment. The appointee must be a licensed appraiser in the state of Illinois and/or possess certification as a Certified Illinois Assessing Officer (CIAO) designation within one year of appointment. Appointment is subjected to the discretion of the Champaign County Board.

The position is staffed as 80% time. The biggest time commitment is July 1-December 31. A near full-time commitment is necessary during the complaint period of July 1-September 10, with all complaint decisions and other necessary work to be done by December 31. The time from January 1-July 1 is more flexible, with work to be done as necessary and in a timely manner. Salaries for Board members are determined by the County Board.

**QUALIFICATIONS AND EXPERIENCE** Pursuant to 35 ILCS 200/6-20, to serve on the board of review, a candidate must have passed the examination prepared and administered by the Illinois Department of Revenue to determine competency to hold office. In addition, Champaign County requires candidates to have a minimum of two years' experience in the field of real estate or appraisal, and to hold a real estate appraisal or realtor license **or equivalent experience in another trade, profession or course of educational study.**

## **PRINCIPAL ACCOUNTABILITIES**

Formulates decisions on county property tax appeals by conducting hearings, evaluating evidence, performing parcel appraisals and issuing written notices of decisions.

Responds to State Property Tax Appeal Board cases by gathering appraisal data, evaluating taxpayer evidence, submitting findings to the State, and representing Champaign County at hearings.

Processes and approves non-homestead exemptions, certificates of error, destructions, adds omitted property, and changes assessments through the Board's own motion.

# Champaign County Job Description

**Job Title:** Board of Review Member

**Department:** Board of Review

**Reports To:** County Board Chair

**FLSA Status:** Exempt – Appointed Position

**Employment Status:** Non-Bargaining

**Pay Grade:** I

**Prepared Date:** April 2013

## Summary

Receives, evaluates, and prepares decisions on property tax appeals and makes necessary assessment corrections subject to Property Tax Appeal Board (PTAB) final ruling and changes within Champaign County.

## Essential Duties and Responsibilities

Include but not limited to the following as other duties may be assigned.

- Formulates decisions on county property tax appeals by conducting hearings, evaluating, and performing parcel appraisals and issuing written notices of decisions.
- Processes applications for both homestead and non-homestead exemptions, certificates of error, destructions, adds omitted property, and changes assessments through the Board's own motion.
- Performs special projects including issuing new releases and speaking to County groups to promote citizen understanding of assessment laws and Board of Reviews procedures.
- Develops procedures which expedite the property tax appeal process and trains newly appointed members in required procedures and rules.
- Responds to state's PTAB cases by gathering appraisal data, evaluating evidence, submitting findings to the State, and representing Champaign County at hearings.
- Works closely with the Champaign County Supervisor of Assessments Office and maintains positive relationships with various agencies and officials for the exchange of information regarding market values, assessments, and/or taxpayer complaints.

## Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

### Education and Experience

- A minimum of two (2) years of experience in the field of real estate or appraisal.
- To be considered to serve on the Board of Review, a candidate must have passed the examination prepared and administered by the Illinois Department of Revenue to determine competency to hold office.

### Language Skills

- Ability to write reports, business correspondence, policy, procedures, and recommendations.
- Ability to effectively present information and respond to questions from individuals, groups, the general public, and other employees of the organization.

### Mathematical Skills

- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.

### Reasoning Ability

- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

### Certificates, Licenses, Registrations

- Must hold a real estate appraisal or realtor's license.

## Notice

This document contains wording of a description of a general class of positions within the Champaign County salary administration program. The description contains examples of duties and responsibilities which may or may not be considered essential functions to a particular job or position with this job class. "Essential functions" are to be determined at the position of job level within each department.

## Position Purpose

Receives, evaluates, and prepares decisions on property tax appeals and makes necessary assessment corrections subject to Property Tax Appeal Board (PTAB) final ruling and changes within Champaign County.

## Nature and Scope

Each Board of Review member is appointed by the Champaign County Board for a two (2) year term in accordance with Illinois State Statutes.

Each June, the members meet to select from among themselves a chairman and secretary through means of majority vote. The Board of Review then formulates and publishes the Board's rules and procedures in compliance with the Illinois Revised Statutes, Chapter 120. All decisions of the Board are passed by simple majority vote per Illinois Statutes.

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laws and the Board of Review procedures. The Board also develops procedures which expedite the property tax appeal process and trains newly appointed members in required procedures and rules. A Board of Review member attends all Tax Cycle Meetings.

The major challenges facing this position are interacting effectively with taxpayers, complying with statutory duties and timetables, and achieving assessment equity within Champaign County. Each year the Board of Review adopts Rules and Procedures.

The Board of Review members work closely with the Champaign County Supervisor of Assessments Office and have contacts with various agencies and officials for the exchange of information regarding market values, assessments, and/or taxpayer complaints. They include township assessors, area appraisers, realtors, attorneys, the Illinois Department of Revenue, the Illinois PTAB, and the State's Attorney's Office.

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## Qualifications and Experience

Pursuant to 35 ILSC 200/6-20, to serve on the Board of Review, a candidate must have passed the examination prepared and administered by the Illinois Department of Revenue to determine competency to hold office. In addition, Champaign County requires candidates to have a minimum of two (2) years of experience in the field of real estate or appraisal, and to hold a real estate appraisal or realtor license or equivalent experience in another trade, profession, or course of educational study.

Salary Schedule for Non-Bargaining Postions

FY2026

					<ul style="list-style-type: none"> <li>* Mainframe Programmer (028)</li> <li>* PC Applications Programmer (028)</li> <li>* Planner (077)</li> <li>Senior Engineer (060)</li> <li>* Supervisor - Adult Services (052)</li> <li>Supervisor - Juvenile Services (052)</li> <li>Supervisor - Specialized Services (052)</li> <li>Systems Administrator (028)</li> </ul>
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GRADE	HOURS	MIN	MID	MAX	POSITION
<b>I</b>		<b>\$26.98</b>	<b>\$33.73</b>	<b>\$40.47</b>	
<b>650-730</b>	1950	\$52,602.62	\$65,778.38	\$78,913.97	Accountant - Payroll (016)
<b>481-535</b>	2080	\$56,109.46	\$70,163.60	\$84,174.90	Assistant Animal Control Director (047)
					Assistant Deputy/Appraiser (025)
					Assistant Deputy/Sales Analyst (025)
					Board of Review Member (021)
					Chief Deputy Coroner (042)
					Deputy EMA Coordinator (043)
					Executive Assistant (031)
					Executive Assistant to Public Defender (036)
					Executive Director - CAC (179)
					* GIS Specialist (111)
					HR Generalist (016)
					Insurance Specialist (016)
					Jr Systems Administrator (028)
					Office Manager/Accountant (060)
					Problem Solving Court Coordinator (031)
					Program Coordinator (140)
					Senior Accountant (020)
					Senior Executive Secretary (040, 041)
					Senior State's Attorney Investigator (041)
<b>H</b>		<b>\$23.16</b>	<b>\$28.95</b>	<b>\$34.74</b>	
<b>595-649</b>	1950	\$45,171.17	\$56,458.94	\$67,746.71	Accountant (020)
<b>441-480</b>	2080	\$48,182.58	\$60,222.86	\$72,263.15	Associate Planner (077)
					Chief Deputy Recorder (023)
					* Deputy Administrator-Veterinarian (248)
					Forensic Interviewer/Community Education (179)
					Investigator (036)
					Multi-Disciplinary Team (MDT) Coordinator (179)
					Office Manager (041)
					Software/Reporting Analyst (028)
					VAC Superintendent (127)
<b>G</b>		<b>\$21.00</b>	<b>\$26.24</b>	<b>\$31.50</b>	
<b>520-594</b>	1950	\$40,953.32	\$51,176.58	\$61,431.47	Application Support Specialist (028)
<b>401-440</b>	2080	\$43,683.54	\$54,588.35	\$65,526.90	Desktop Support Technician (028)
					Executive Assistant (030)



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

**To:** Champaign County Finance Committee  
**From:** Rita Morocoima-Black, Director of Planning and Community Development  
**Date:** April 30, 2026  
**RE:** County Board approval of the ATLAS grant upon award and budget amendment

The Illinois Department of Transportation (IDOT) is providing \$520,000 from the Planning-Metropolitan Planning Program and \$130,000 from State Planning Funds to the Champaign County Regional Planning Commission to develop the Advanced Transportation and Land-Use Analysis Suite (ATLAS). ATLAS will be a comprehensive planning tool designed to transform how local planning agencies in Champaign County access, analyze, and utilize transportation and land use data.

The primary objective of ATLAS is to enhance regional transportation planning capacity through improved data accessibility and analytical capabilities. Specifically, the project aims to:

1. Consolidate CCRPC’s existing transportation and land-use data resources and tools into a public, centralized, web-accessible platform.
2. Develop standardized templates for frequently requested transportation planning analyses.
3. Create intuitive interfaces that allow non-technical users to perform spatial analyses.
4. Generate professional-quality reports that can directly inform planning decisions and public engagement.

**Funder:** Illinois Department of Transportation (IDOT)  
**Grantee:** Illinois Department of Transportation (IDOT)  
**Recipient:** Champaign County Regional Planning Commission  
**Funding:** Planning-Metropolitan Planning Program and State Planning Funds  
**Description:** ATLAS will streamline access to a range of planning data and tools, enabling even smaller agencies with limited staff, time, and/or technical capacity to perform analyses that would otherwise require significant resources.  
**Grant Total:** \$650,000  
**Status:** Approved but awaiting execution of the grant agreement  
**Term:** January 1, 2026 – December 31, 2028

**Request:** County Board approval of the grant upon award and budget amendment.

**Champaign County Regional Planning Commission**

1776 E. Washington St. Urbana, IL 61802  
P 217.328.3313 F 217.328.2426  
TTY 217.384.3862 CCRPC.ORG

# Advanced Transportation and Land-Use Analysis Suite (ATLAS)

## 1. Project Overview and Significance

The Champaign County Regional Planning Commission (CCRPC) proposes to develop the Advanced Transportation and Land-Use Analysis Suite (ATLAS), a comprehensive planning tool designed to transform how local planning agencies in Champaign County access, analyze, and utilize transportation and land-use data. Over the years, CCRPC has developed a wide array of data resources and analytical tools that have proven valuable for regional planning efforts. However, these resources remain scattered across different platforms and formats, creating inefficiencies in data access and utilization.

ATLAS represents a paradigm shift in how local planning agencies can interact with critical transportation and land-use data. ATLAS will streamline access to a range of planning data and tools, enabling even smaller agencies with limited staff, time, and/or technical capacity to perform analyses that would otherwise require significant resources. ATLAS will also provide users the ability to overlay different tools that currently must be used independently of one another, resulting in more robust, multivariant scenario planning capabilities.

The need for such a platform is evident in the steady stream of data requests CCRPC receives from partner agencies, consultants working with local agencies, and even from local community members. These requests range from basic traffic growth projections to complex crash analyses and multimodal accessibility assessments. Currently, fulfilling these requests requires manual intervention from CCRPC staff, creating bottlenecks and delays in the planning process. ATLAS will transform this reactive approach into a proactive solution, enabling the stakeholders to independently access the data and analytical tools they need, when they need them.

## 2. Project Objectives and Scope

The primary objective of ATLAS is to enhance regional transportation planning capacity through improved data accessibility and analytical capabilities. Specifically, the project aims to:

1. Consolidate CCRPC's existing transportation and land-use data resources and tools into a centralized, web-accessible platform.
2. Develop standardized templates for frequently requested transportation planning analyses.
3. Create intuitive interfaces that allow non-technical users to perform spatial analyses.
4. Generate professional-quality reports that can directly inform planning decisions and public engagement.

The scope of ATLAS encompasses six core analytical modules, each addressing a specific planning need identified through historical data requests, and one custom module allowing users to design their analysis with the available data.

**Crash Data Analysis Module:** This module will allow users to select specific geographic areas and generate comprehensive crash data profiles, including heat maps, statistical summaries, and trend analyses. This will directly support safety planning efforts and help identify high-priority intervention areas.

**Multimodal Accessibility Analysis Module:** Users will be able to evaluate how accessible specific locations are to essential destinations via different transportation modes at the neighborhood level. This module will help identify such things as gaps in transportation access and transportation infrastructure needing improvements.

**Transportation Investment Analysis Module:** A key task of ATLAS will be the development of a standardized methodology for benefit-cost analysis of transportation investments at the local or regional level. This module will help agencies prioritize limited resources and quantify the expected returns on transportation investments.

**Corridor Study Module:** This module will generate comprehensive corridor profiles, including demographic information, crash data, infrastructure data, and projected traffic growth based on the regional travel demand model. This will support long-range planning efforts and help anticipate future transportation needs.

**Public Engagement Data Visualization Module:** ATLAS will consolidate historical public input data and develop a methodology for systematically presenting community feedback. This will ensure that planning decisions are informed by a comprehensive understanding of public sentiment and needs.

**Housing and Transportation Affordability Module:** This module will allow users to analyze combined housing and transportation costs across different TAZs in the County. Users can compare ownership and rental costs, view affordability indices, and overlay accessibility scores to examine relationships between affordability and connectivity.

**Custom Analysis Module:** Recognizing that planning needs vary, this module will allow users to select specific data elements from across all available datasets to create tailored analyses that address unique planning questions.

### 3. Methodology and Implementation Approach

The development of ATLAS will follow a systematic, planning-centric approach that prioritizes methodological rigor and user accessibility.

**Data Integration and Standardization:** The initial phase will involve comprehensive cataloging of all relevant datasets and the development of standardization protocols to ensure cross-compatibility. This will include transportation network data, crash records, census demographics, land use information, sidewalk inventory, access scores, housing and transportation affordability indices, travel demand model projections, transit routes, bicycle facilities, and pedestrian infrastructure.

**Methodology Development:** For each analytical module, CCRPC will develop robust, transparent methodologies that align with industry best practices. For safety, multimodal accessibility, corridor studies, and housing and transportation affordability analysis, CCRPC already has methodologies in place. Staff will refine the existing methods and convert them to a suitable format for the ATLAS report. For the transportation investment analysis and public engagement data visualizations modules, staff will develop specific methodologies and create reporting templates.

**User Interface Design:** The platform's interface will be designed with planning professionals in mind, emphasizing intuitive interactions and clear visualization of complex data. The mapping components will allow users to easily define study areas, while the reporting framework will generate professional-quality documents that can be directly incorporated into planning materials for local agency staff, community members and decisionmakers.

**Testing and Refinement:** ATLAS will undergo rigorous testing with real-world planning scenarios to ensure the accuracy and relevance of its analyses. Stakeholder feedback sessions will be conducted to validate the platform's utility and usability.

**Documentation and Training:** Comprehensive documentation will be developed for all methodologies and user processes. Training workshops will be conducted to ensure that planning professionals can effectively utilize the platform's capabilities.

#### 4. Expected Outcomes and Benefits

The implementation of ATLAS is expected to yield significant benefits for transportation planning throughout the region:

- By providing immediate access to critical data and analytical tools, ATLAS will reduce the time required to conduct common planning analyses.
- Standardized methodologies and comprehensive data integration will ensure that planning decisions are based on consistent, high-quality information.
- Smaller agencies with limited staff resources will gain access to significant analytical capabilities.
- The visualization capabilities of ATLAS will make complex transportation data more accessible to the public.

- The benefit-cost analysis framework will help agencies objectively evaluate competing transportation investments.

## 5. Project Timeline and Deliverables

The ATLAS project will be implemented over a 36-month period, with the following key deliverables:

- A publicly accessible website (the ATLAS web platform).
- Technical documentation and a user manual.
- Source code and documentation of the ATLAS web tool (open-source tools).

## 6. Project Sustainability and Future Expansion

ATLAS is designed as a living platform that will continue to evolve beyond the initial implementation period. The modular architecture will allow for the incorporation of additional analytical capabilities as new planning needs emerge. Data update protocols will ensure that the platform remains current and relevant to planning decisions.

CCRPC is committed to maintaining and enhancing ATLAS as a core component of its planning infrastructure. The platform will be integrated into CCRPC's regular operations, with dedicated staff resources for ongoing maintenance and development. Additionally, user feedback mechanisms will be established to continuously improve the platform's functionality and relevance.

## 7. Total cost of the project

The total cost of the project is \$650,000.

## 8. Time needed to complete the project

Thirty-six months (January 2026-December 2028)

- Anticipated SFY 2026 (January 2026-June 2026) expenditures: \$85,000
- Anticipated SFY 2027 (July 2026-June 2027) expenditures: \$260,000
- Anticipated SFY 2028 (July 2027-June 2028) expenditures: \$230,000
- Anticipated SFY 2029 (July 2028-December 2028) expenditures: \$75,000





CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

**Date:** April 29, 2026  
**To:** Champaign County Finance Committee  
**From:** Paul Francisco, Director, Indoor Climate Research and Training  
**RE:** County Board approval for renewal of IGA Framework

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The Indoor Climate Research & Training division (ICRT) of CCRPC has one IGA in progress for which we are seeking County Board approval.

This IGA was approved last year and included a one-year renewal option. Cook County and UIUC are working to process their approval of the extension. We seek Champaign County Board's approval of the extension.

There is no specific dollar value allocated to this IGA. It is, instead, a framework for a partnership between Cook County, CCRPC, and UIUC that establishes the roles and responsibilities of each entity. With approval, Cook County will be able to work with CCRPC and UIUC to develop specific tasks with associated scopes and budgets as agreed upon by all parties.

In the past year, we did have one task with a budget of approximately \$90,000. The work conducted through this task was reviewed very favorably by Cook County, and they have asked us to continue such work through additional tasks and budgets.

CCRPC/ICRT responsibilities in the IGA are to:

- develop plans for assessing indoor environmental quality in County buildings
- conduct and/or support building assessments
- develop and provide training for building operations staff to identify emerging indoor environmental quality problems in their buildings
- evaluate the impact of any project efforts and building interventions

Future grants or subawards related to the IGA will be brought to the County Board for approval. Both the Champaign County and Cook County State's Attorney's Offices have reviewed the IGA.

Thank you for your consideration.

Champaign County Regional Planning Commission

1776 E. Washington St. Urbana, IL 61802  
P 217.328.3313 F 217.328.2426  
TTY 217.384.3862 CCRPC.ORG

RESOLUTION NO. 2026-XXX

RESOLUTION AUTHORIZING AN AMENDMENT TO AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN COUNTY OF COOK, ILLINOIS AND THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS AND COUNTY OF CHAMPAIGN, ILLINOIS

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et. seq. enables units of local government to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, an Intergovernmental Agreement was entered into between the County of Cook, Illinois and the Board of Trustees of the University of Illinois and the County of Champaign, Illinois with an expiration date of April 10, 2026; and

WHEREAS, Section 7 of the Agreement permits renewal of the Agreement for an additional one (1) year upon the same terms and conditions; and

WHEREAS, the Parties desire to exercise the renewal option and extend the Agreement for one (1) additional year with the new expiration date of April 10, 2027, unless earlier terminated in accordance with the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Executive to enter into an Amendment to the Intergovernmental Agreement on behalf of Champaign County with the County of Cook, Illinois and the Board of Trustees of the University of Illinois.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21<sup>st</sup> day of May, A.D. 2026.

\_\_\_\_\_  
Jennifer Locke, Chair  
Champaign County Board

Recorded  
& Attest: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Steve Summers, County Executive  
Date: \_\_\_\_\_

**AMENDMENT NO. 1  
TO INTERGOVERNMENTAL AGREEMENT BETWEEN  
COUNTY OF COOK, ILLINOIS,  
AND  
THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS  
AND  
THE COUNTY OF CHAMPAIGN, ILLINOIS,**

This Amendment No. 1 (“Amendment”) is made and entered into as of the date the last Party executes this Amendment, by and between the County of Cook, Illinois (“Cook County”), the County of Champaign, Illinois (“Champaign County”) through the Champaign County Regional Planning Commission (“CCRPC”) and Indoor Climate Research & Training division (“ICRT”), and the Board of Trustees of the University of Illinois (“U. of I.”) (each a “Party” and collectively, the “Parties”).

**RECITALS**

WHEREAS, the Parties entered into an Intergovernmental Agreement (the “Agreement”) pursuant to the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), with an initial term set forth in Section 7; and

WHEREAS, Section 7 of the Agreement permits renewal of the Agreement for an additional one (1) year upon the same terms and conditions; and

WHEREAS, the Parties desire to exercise the renewal option and extend the Agreement for one (1) additional year; and

WHEREAS, the Parties further desire to ensure continuity of the Agreement for any period between the original expiration date and the Effective Date of this Amendment.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

**1. Extension of Term**

Pursuant to Section 7 of the Agreement, the term of the Agreement is hereby extended for an additional period of one (1) year. The new expiration date shall be April 10, 2027, unless earlier terminated in accordance with the Agreement.

**2. No Other Changes**

All terms, conditions, responsibilities, and provisions of the Agreement shall remain unchanged and in full force and effect.

**3. Ratification**

The Agreement, as extended by this Amendment, is hereby ratified and confirmed in all respects.

**4. Authority**

Each individual executing this Amendment represents and warrants that they are duly authorized to execute this Amendment on behalf of the Party for whom they sign, and that such execution has been authorized by all necessary governmental action.

**5. Counterparts**

This Amendment may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Electronic signatures shall be deemed valid and binding.

**IN WITNESS WHEREOF, the Parties hereto have executed this Amendment as of the date first written above.**

**CHAMPAIGN COUNTY, ILLINOIS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**COUNTY OF COOK, ILLINOIS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**INTERGOVERNMENTAL AGREEMENT BETWEEN  
COUNTY OF COOK, ILLINOIS  
AND  
THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS  
AND  
COUNTY OF CHAMPAIGN, ILLINOIS**

This Intergovernmental Agreement (the “Agreement”) is made and entered into by and between the County of Cook, Illinois (“Cook County”), the County of Champaign, Illinois (“Champaign County”) through the Champaign County Regional Planning Commission (“CCRPC”) and Indoor Climate Research & Training division (“ICRT”), and the Board of Trustees of the University of Illinois (“U. of I.”), a body corporate and politic of the State of Illinois (the “State”), (each a “Party” and together, the “Parties”). All Parties are governmental entities of the State, and this Agreement is made pursuant to the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.).

WHEREAS, Cook County is a body politic and corporate and home-rule unit of government under the Constitution and laws of the State of Illinois, having its principal offices at 118 North Clark Street, Chicago, Illinois 60602, by and through the Cook County Bureau of Asset Management, is responsible for implementing proposed County Resolution 24-1158 to perform an assessment of current industry best practices as they relate to indoor environmental quality (IEQ) and specifically indoor air quality (IAQ) improvements in public settings;

WHEREAS, Champaign County is a public body corporate and politic of the State of Illinois, with its principal offices located at 1776 E. Washington Street, Urbana, Illinois, 61802;

WHEREAS, CCRPC through its ICRT division is known as a local and national leader for healthy buildings and indoor environmental quality, has trained the most certified Healthy Home Evaluators in the country, and therefore has the capability to assist Cook County in fulfilling this statutory mandate by providing technical assistance, evaluation, and training services for healthy buildings;

WHEREAS, U. of I. has the multi-part mission of public engagement, research, teaching, and economic development and is responsible for meeting the Climate Leadership Commitments signed by the Chancellor of the University of Illinois Urbana-Champaign;

WHEREAS, the Intergovernmental Cooperation Act authorizes public agencies of Illinois to jointly exercise any powers, privileges functions, or authority; and

WHEREAS, the Parties desire to enter into an intergovernmental agreement in which Champaign County through the CCRPC/ICRT and U. of I. agree to assist Cook County by providing technical assistance, evaluation, and training services for healthy buildings. The assessment(s) shall be inclusive of, but not limited to, solutions improving Indoor Air Quality (IAQ) in Cook County facilities. Services shall include but not be limited to specific deliverables from the Clean Air Buildings Challenge including a clean IAQ action plan, education and communication plan for stakeholders, best practices to improve air ventilation

and filtration, information on indoor air-cleaning devices, best practices to reduce indoor particulate matter and other pollutants in indoor environments, and application information on Underwriters Laboratory (UL) validated Indoor Air Quality Sensors;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Cook County Responsibilities. Cook County will provide qualified staff to:

- Grant access to and provide expertise on Cook County facilities in diverse locations, spanning various ages and distinct indoor environments within Corporate, Public Safety, or Health and Hospital portfolios for the purpose of plans, assessments, and training;
- Employ a multi-disciplinary integrative design-thinking approach for problem solving, shaping the vision, mission, and goals for the IEQ/IAQ program in alignment with County Clean Energy plan and Sustainability plan and County Department of Health standards;
- Offer strategic insights on State business enterprise program participation to drive favorable outcomes for the IEQ/IAQ program; and
- Harness the similarities between Cook County and U. of I. facilities in terms of location, age, and distinct indoor environments to promote shared outcomes and leadership for other entities at the State and national levels.

2. Champaign County/CCRPC/ICRT Responsibilities. Champaign County through CCRPC/ICRT will provide qualified staff with specific expertise in IEQ/IAQ to:

- Develop IEQ/IAQ plans for assessing Cook County buildings;
- Conduct and/or support IEQ/IAQ building assessments;
- Develop and provide IEQ/IAQ training for building operations staff to identify emerging indoor environmental quality problems in their buildings; and
- Evaluate the impact of any project efforts and building interventions.

3. U. of I. Responsibilities. The U. of I. will provide qualified staff to:

- Connect the Parties with professionals who have been working on energy efficiency and IEQ in support of the U. of I. Illinois Climate Action Plan (iCAP) objectives;
- Connect interested students to work with the Parties toward fulfilment of the building assessments in support of the U. of I. Living Laboratory efforts;
- Identify additional programs and researchers at U. of I., a Tier 1 research institute according to the Carnegie Classification of Institutions of Higher Education, that can support and advise on addressing IEQ/IAQ issues; and
- Promote the program and results to other entities in the state that can follow the leadership of Cook County.

4. Cook County, Champaign County/CCRPC/ICRT, and U. of I. shall perform services as provided in Scopes of Work and shall agree in writing about any costs associated with services to be performed before the work will be started. The written Scopes of Work will include costs, funding, and anticipated schedule in addition to the work scope to be performed and they shall be attached and incorporated by reference herein via amendment.

#### 5. HOLD HARMLESS

Each Party agrees to indemnify and hold harmless the other Parties, their officers, employees, and agents, from any and all claims, demands, actions, liabilities, or suits of whatsoever nature arising out of the performance of this Agreement or in furtherance thereof, except in cases of negligence or willful misconduct of any officer, agent or employee of the indemnitee party held harmless. This hold harmless obligation indemnification shall remain operative and in full force and effect regardless of any termination or cancellation of this Agreement.

#### 6. AMENDMENTS

This Agreement may be amended only by written agreement approved by the governing bodies of the Parties. Any proposed amendments to this Agreement should be first brought to the attention of CCRPC and the U. of I. prior to discussion by either county board.

#### 7. TERM AND RENEWAL

The initial term of this Agreement shall commence on the date when the last party signs the Agreement, which marks the start date of the agreement and, unless otherwise terminated, shall continue through April 10, 2026. This Agreement may be renewed upon the same terms and conditions agreed upon herein for a period of one (1) additional year.

#### 8. TERMINATION

This Agreement may be terminated by any Party upon thirty (30) days' written notice. In the event this Agreement is so terminated, Champaign County/CCRPC/ICRT and the U. of I. shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this Agreement up to and including the date of termination.

#### 9. MISCELLANEOUS

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

This Agreement shall not be interpreted such as to relieve any Party from their duties or obligations under federal law, Illinois statute, administrative rule, municipal ordinance, Illinois Supreme Court Rule, local court rules, judicial branch policies and standards as adopted by the Illinois Supreme Court or other court of competent jurisdiction, or as otherwise provided for by law.


Each Party agrees that it has had an opportunity to have this Agreement reviewed by its legal counsel and further agrees that the terms and conditions of this Agreement shall not be construed for or against any party by reason of authorship or alleged authorship of any provision. The section headings contained in this Agreement are for ease of reference only and shall not be used in construing or interpreting this Agreement.

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements or understandings related to the subject matter hereof.


The terms of this Agreement are severable and a determination by an appropriate body having jurisdiction over the subject matter of this Agreement that results in the invalidity of any part shall not affect the remainder of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.


**CHAMPAIGN COUNTY**

By:   
Name: Steve Summers  
Title: County Executive  
Date: June 13, 2025

**COOK COUNTY**

By:   
Name: Elizabeth Granato  
Title: Chief, Bureau of Asset Management  
Date: June 6, 2025

**UNIVERSITY OF ILLINOIS**

By:   
Name: Mike A. Wilson, II  
Title: Senior Associate Vice President  
Date: 06/17/2025