



McLean County
FINANCE COMMITTEE AGENDA
Room 400, Government Center
Wednesday, April 2, 2008
7:30 a.m.

1. Roll Call
2. Approval of Minutes: March 4, 2008
3. Departmental Matters
 - A. Phil Dick, Director, Building and Zoning
 - 1) Items to be Presented for Action:
 - a) Request Approval of Amendment No. 1 to the Non-Metro Area Transportation Operating, Capital and Administrative Assistance Grant Agreement for SHOWBUS to obtain an additional \$43,674.00 from the Illinois Department of Transportation (IDOT) 1-6
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other
 - B. Don Lee, Director, Nursing Home
 - 1) Items to be Presented for Information:
 - a) Monthly Reports 7-9
 - b) General Report
 - c) Other
 - C. Robert Keller, Administrator, Health Department
 - 1) Items to be Presented for Action:
 - a) Request Approval of an Ordinance of the McLean County Board Amending the 2008 Combined Appropriation and Budget Ordinance For Fund 0102, Early Childhood Dental Caries Planning Grant 10-12
 - b) Request Approval of a Resolution Amending the Fiscal Year 2008 McLean County Full-Time Equivalent Position Resolution Associated with an Ordinance to Amend the Fiscal Year 2008 McLean County Combined Appropriation and Budget Ordinance for Fund 0102, Early Childhood Caries Planning Grant 13

- c) Request Approval of an Ordinance of the McLean County Board Amending the 2008 Combined Appropriation and Budget Ordinance for Fund 0107, STD Prevention Grant 14-15
 - d) Request Approval of a Resolution Amending the Fiscal Year 2008 McLean County Full-Time Equivalent Position Resolution Associated with an Ordinance to Amend the Fiscal Year 2008 McLean County Combined Appropriation and Budget Ordinance for Fund 0107, STD Prevention Grant 16
 - e) Request Approval of an Ordinance of the McLean County Board Amending the 2008 Combined Appropriation and Budget Ordinance For Fund 0107, STD Prevention Grant 17-18
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other
- D. Lee Newcom, County Recorder
 - 1) Items to be Presented for Information:
 - a) General Report 19-20
 - b) Other
- E. Bob Kahman, Supervisor of Assessments
 - 1) Items to be Presented for Information:
 - a) Tentative and Final Abstract Statistical Report 21-22
 - b) Annual McLean County BOR Workload Report 23
 - c) General Report
 - d) Other
- F. Becky McNeil, County Treasurer
 - 1) Items to be Presented for Information:
 - a) Accept and place on file County Treasurer's Monthly Financial Reports as of March 31, 2008
 - b) Employee Benefit Fund Quarterly Report
 - c) CDAP Revolving Loan Fund Quarterly Report
 - d) General Report
 - e) Other
- G. John Zeunik, County Administrator
 - 1) Items to be Presented for Action:
 - a) EXECUTIVE SESSION: Collective Bargaining
 - b) Request Approval of Collective Bargaining Agreement by and between the McLean County Board and the American Federation of State, County and Municipal Employees, Council 31, AFL-CIO on Behalf of AFSCME Local 537 – Highway Department
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other

4. Recommend Payment of Bills and Transfers, if any, to County Board
5. Other Business and Communication
6. Adjournment

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INTER-OFFICE COMMUNICATION
DEPARTMENT OF BUILDING AND ZONING
Phone: 888-5160

TO: Chairman David Selzer and Finance Committee
FROM: Mike Behary, County Planner *MSB*
DATE: March 21, 2008
RE: **SHOWBUS Operating Assistance Contract**

The McLean County Board approved an application to the Illinois Department of Transportation (IDOT) for operating assistance for SHOWBUS to provide public transportation in McLean, Livingston, Ford, and Iroquois counties on May 15, 2007 in the amount of \$321,756.00. The four counties subsequently approved an intergovernmental agreement with DeWitt County to provide rural public transportation. In order to obtain an additional \$43,674.00 to provide public transportation services in DeWitt County, the operating assistance agreement with IDOT needs to be amended and another resolution approved.

I have attached a copy of a communication from IDOT, a copy of the proposed amendment and a copy of the proposed resolution that need to be approved by the McLean County Board.

Enclosures: Communication from IDOT, proposed amendment and proposed resolution



Illinois Department of Transportation

Division of Public and Intermodal Transportation
300 West Adams Street / 2nd Floor / Chicago, Illinois / 60606

February 21, 2008

Mr. Matt Sorensen
Chairman
McLean County Law & Justice Center
104 W. Front, P. O. Box 2400
Bloomington, IL 61702

RE: FY2008 Non-Metro Area Transportation Operating, Capital and Administrative Assistance Grant Operating Assistant Contract #3704, Amendment #1

Dear Mr. Sorensen:

Enclosed please find two copies of the above indicated amendment. This amendment increases the maximum amount of McLean County's FY2008 Non-Metro Area Transportation Operating, Capital and Administrative Assistance Grant by \$43,674, from \$321,756 to \$365,430, to provide sufficient funding for its general public transportation service expansion initiative in DeWitt County.

Please sign, **but do not date**, both copies of the amendment. Return both copies to the Department, along with the following:

1. An Opinion of Counsel, acceptable to the Department, that McLean County has complied with the pertinent requirements of state and federal law, its charter, bylaws and internal procedures; that there is no pending litigation concerning the authority of McLean County to enter into this Amendment, and that this Amendment is legally binding upon McLean County.
2. A copy of the resolution of the governing board of your Agency authorizing and approving execution of this Amendment.

Upon receipt of the signed Amendment, we will secure Department execution and return one copy to you. Please contact John J. Marrella at (312)793-3513 if you have any questions regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gary A. De Leo'.

Gary A. De Leo
Section Chief
Rural and Small Urban Program

Enclosures
Amendment

cc: Laura Dick

AMENDMENT NO. 1 TO THE
NON-METRO AREA TRANSPORTATION
OPERATING, CAPITAL AND ADMINISTRATIVE ASSISTANCE
GRANT AGREEMENT
(49 USC §5311)

between

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION
DIVISION OF PUBLIC TRANSPORTATION

AND

THE MCLEAN COUNTY

CONTRACT NUMBER: 3704

STATE GRANT NO. RPT-08-014

FEDERAL GRANT NO. IL-18-X024

This Amendment No. 1 to an Agreement dated October 17, 2007, between the State of Illinois, Department of Transportation, Division of Public Transportation and McLean County, is made and entered into by and between the parties thereto. In consideration of the mutual covenants contained herein and in such Agreement, the Parties agree as follows:

To amend the "Non-Metro Area Transportation Operating, Capital and Administrative Assistance Grant Agreement" by deleting paragraph 3 of ITEM 3 and replacing it with the following:

ITEM 3 – AMOUNT OF GRANT

In no event shall the Department's funding participation under this Agreement exceed the total Department Grant available for the Project. The maximum amount of the operating and administrative assistance for the Project under this Agreement is \$365,430.

The parties hereto agree that the Agreement dated October 17, 2007, between the Parties is in all other respects ratified and reaffirmed and that it continues in full force and effect as hereby amended.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be made, effective and executed as of the _____ day of _____, 2008, by their respective duly authorized officials.

Accepted on behalf of McLean County:

Signature of Authorized Representative

Matt Sorensen
Type or Print Name of Authorized Representative

Date

Chair, County Board
Type or Print Name of Authorized Representative

Accepted on behalf of the State of Illinois, Department of Transportation:

Milton R. Sees, Secretary of Transportation

By: _____
Joseph P. Clary, Director of the Division of Public & Intermodal Transportation

Date

APPROVED PROJECT BUDGET

Grantee: McLean County
 Contract No. : 3704
 Federal Grant No. : IL-18-X024
 State Grant No. : RPT-08-014
 Effective Date: 07/01/07
 Revision # 1 2/21/2008

	<u>Approved Budget</u>	<u>Change</u>	<u>Approved Budget Amendment # 1</u>
System Expenses:			
(A) Nonurbanized General Transportation Operations and Administration	\$496,000	\$95,195	\$591,195
Operating Capital, Equipment and Real Property	\$0	\$0	\$0
(B) Nonurbanized General Public Intercity Bus Operating Assistance	124,000	\$0	\$124,000
Total Expenses	<u>\$620,000</u>	<u>\$95,195</u>	<u>\$715,195</u>
System Revenues:			
(D) Farebox and Other Program Income	\$45,603	\$10,626	\$56,229
(E) Local Match	\$252,641	\$40,895	\$293,536
(F) State Operating Assistance	\$0	\$0	\$0
(G) Section 5311 Public Transportation Operating Assistance	\$257,405	\$43,674	\$301,079
(H) Section 5311(f) Intercity Bus Operating Assistance	<u>\$64,351</u>	<u>\$0.00</u>	<u>\$64,351</u>
Total Revenue	<u>\$620,000</u>	<u>\$95,195</u>	<u>\$715,195</u>
Project Financing			
Project Income	\$45,603	\$10,626	\$56,229
Local Share	\$252,641	\$40,895	\$293,536
State Share	\$0	\$0	\$0
Federal Share	\$321,756	\$43,674	\$365,430

McLean County Board Resolution

(Revised 3/08)

Number _____

Resolution authorizing the amendment of contract number 3704, to include public transportation service to DeWitt County, that was approved from an application for Public Transportation Financial Assistance under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311).

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311), makes funds available to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF MCLEAN COUNTY:

Section 1. That an amendment to contract number 3704, to include public transportation service to DeWitt County, is made as a result of the application made to the Division of Public Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311), for the purpose of off-setting a portion of the Public Transportation Program operating deficits of McLean County.

Section 2. That while participating in said operating assistance program McLean County will cause all required local matching funds to be provided.

Section 3. That the Board Chair of McLean County (or, in the Chair's absence or by the Chair's request, the Vice Chair) of McLean County is hereby authorized and directed to execute and file on behalf of McLean County such application.

Section 4. That the Board Chair of McLean County (or, in the Chair's absence or by the Chair's request, the Vice Chair) of McLean County is authorized to furnish such additional information as may be required by the Division of Public Transportation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5. That the Board Chair of McLean County (or, in the Chair's absence or by the Chair's request, the Vice Chair) of McLean County is hereby authorized and directed to execute and file on behalf of McLean County all required Grant Agreements with the Illinois Department of Transportation, in order to obtain grant assistance under the provisions of the Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311).

Section 6. That the Board Chair of McLean County (or, in the Chair's absence or by the Chair's request, the Vice Chair) of McLean County is hereby authorized to provide such information and to file such documents as may be required to perform the Grant Agreement and to receive the grant.

PRESENTED and ADOPTED this 15th day of April, 2008

Attest:

Approved:

Peggy Ann Milton, County Clerk
McLean County, Illinois

Matt Sorensen, Chairman
McLean County Board

McLEAN COUNTY NURSING HOME

ACCRUED EXPENDITURE

Prt Date: March 14, 2008

	2008 BUDGET	2008 MONTHLY ALLOC	FEB, 2008 ACCRUED EXPENSE	YTD ALLOC	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 12/31/08
SALARIES	3,690,035	292,859	303,225	605,873	633,550	3,056,485	27,677	17.17%	3,854,098
IMRF	288,930	22,956	23,743	47,495	49,607	239,323	2,112	17.17%	301,776
MED/LIFE	438,940	13,264	34,875	72,155	72,155	366,785	0	16.44%	438,940
SOC/SEC	282,288	22,428	23,197	46,403	48,467	233,821	2,063	17.17%	294,839
VAC LIAB	30,000	2,384	2,384	4,932	4,932	25,068	0	16.44%	30,000
SELLBACK	0	0	0	0	0	0	0	0.00%	#DIV/0!
PERSONNEL	4,730,192	353,891	387,422	776,858	808,710	3,921,482	31,852	17.10%	4,919,653
COMMODITIES	841,321	66,845	63,445	138,299	150,419	690,902	12,120	17.88%	915,049
CONTRACTUAL	4,295,650	340,122	235,462	706,134	509,799	3,785,851	(196,336)	11.87%	3,101,274
CAPITAL	772,120	61,347	0	126,924	0	772,120	(126,924)	0.00%	0
GRAND TOTAL	10,639,283	822,205	686,330	1,748,215	1,468,928	9,170,356	(279,288)	13.81%	8,935,977

McLEAN COUNTY NURSING HOME

ACCRUED REVENUE

Prt Date: March 14, 2008

	2008 BUDGET	2008 MONTHLY ALLOC	FEB, 2008 ACCRUED REVENUE	YTD ALLOC	ADJUSTED YTD REVENUE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET	PROJECTED REVENUE 12/31/08
MEDICARE REVENUE	766,500	60,900	48,392	126,000	122,473	644,027	(3,527)	15.98%	745,043
IDPA REVENUE	3,153,600	250,560	494,304	518,400	1,104,557	2,049,043	586,157	35.03%	6,719,387
SCHOOLING REIMB	0	0	219	0	219	(219)	219	#DIV/0!	1,334
JDC LAUNDRY	8,439	670	788	1,387	864	7,575	(523)	10.24%	5,258
JDC FOOD	35,000	2,781	2,869	5,753	3,117	31,883	(2,637)	8.91%	18,961
MEALS	600	48	72	99	126	474	27	21.00%	767
PVT PAY REVENUE	2,151,675	170,955	160,849	353,700	275,214	1,876,461	(78,486)	12.79%	1,674,216
UNCLASS	12,000	953	112	1,973	122	11,878	(1,851)	1.02%	742
INTEREST EARNED	97,990	7,786	12,660	16,108	(9,176)	107,166	(25,284)	-9.36%	(55,820)
SALE OF ASSETS	0	0	0	0	0	0	0	#DIV/0!	0
TRANSFER IN	579,004	46,003	58,128	95,179	120,983	458,021	25,805	20.90%	735,982
TELEPHONE REIMB	0	0	990	0	1,980	(1,980)	1,980	#DIV/0!	12,045
TOTAL ACC REVENUE	6,804,808	540,656	779,384	1,118,599	1,620,479	5,184,329	501,881	23.81%	9,857,915
TOTAL ACC REVENUE	6,804,808	540,656	779,384	1,118,599	1,620,479	5,184,329	501,881	23.81%	9,857,915
LESS ACCRUED EXPENS	(10,639,283)	(822,205)	(686,330)	(1,748,215)	(1,468,928)	(9,170,356)	279,288	13.81%	(8,935,977)
ACC REV - (ACC EXP)	(3,834,475)	(281,549)	93,054	(629,617)	151,551	(3,986,027)	781,168		921,938
PLUS CAP EXP	0	61,347	0	126,924	0	772,120	(126,924)		0
ACC BALANCE	(3,834,475)	(220,202)	93,054	(502,693)	151,551	(3,213,907)	654,244		921,938

McLEAN COUNTY NURSING HOME
 FEBRUARY 29 DAYS
 2008
 DAILY CENSUS

DAY OF MONTH 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 TOT AVG
 FEBRUARY
 FEBRUARY
 AVG

CERT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
MEDICARE	6	6	6	6	5	5	5	6	6	6	6	5	5	5	5	5	5	5	5	6	6	6	6	6	6	6	5	4	4	0	0	157	
PA SKILL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PA INT	6	6	6	6	6	6	6	6	6	6	6	6	5	5	5	5	5	5	5	5	5	5	5	5	5	5	6	6	6	0	160		
PP SKILL	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	0	29		
PP INT	2	2	2	2	3	4	4	4	4	4	3	3	3	3	4	4	4	5	6	6	6	5	5	5	5	5	5	5	0	0	117		
SUB TOTAL	15	15	15	15	15	16	16	17	17	17	16	15	14	14	14	15	15	16	16	17	17	17	17	17	17	17	17	16	16	0	463		

NON-CERT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
PA SKILL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0	0	58	
PA INT	89	89	90	90	91	91	91	91	91	91	90	91	90	90	90	89	90	90	90	90	90	90	90	90	88	87	87	88	87	0	0	2602	
PP SKILL	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	0	29		
PP INT	32	32	31	32	32	32	32	32	32	32	32	32	32	32	32	32	31	30	30	30	30	31	31	30	29	30	30	30	0	0	903		
SUB TOTAL	124	124	124	125	126	126	126	126	126	126	125	125	125	124	124	124	124	123	123	123	123	123	124	124	123	120	120	121	120	0	0	3592	

TOTAL	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
MEDICARE	6	6	6	6	5	5	5	6	6	6	6	5	5	5	5	5	5	5	5	6	6	6	6	6	6	6	5	4	4	0	0	157	
PA SKILL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0	0	58	
PA INT	95	95	96	96	97	97	97	97	97	97	96	96	96	95	95	94	95	95	95	95	95	95	95	95	93	92	93	94	93	0	0	2762	
PP SKILL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	0	0	58		
PP INT	34	34	33	34	35	36	36	36	36	36	35	35	35	36	36	36	35	35	35	36	36	36	36	36	35	34	35	35	0	0	1020		
TOT IN HOUSE	139	139	139	140	141	142	142	143	143	143	141	141	140	139	140	139	139	139	140	140	141	141	141	140	137	137	137	136	0	0	4055		
PP BED HOLD	1	1	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	1	1	1	1	1	13		
PA BED HOLD	2	2	1	1	1	1	1	0	0	0	1	0	0	1	1	1	2	1	2	2	1	0	0	0	2	1	1	0	1	0	27		
TOTAL CENSUS	142	142	142	143	143	143	143	143	143	143	142	141	140	140	140	141	141	140	141	141	142	142	141	141	141	141	139	138	138	0	0	4095	
VACANCIES	8	8	8	8	7	7	7	7	7	7	8	9	10	10	9	9	9	10	9	8	8	9	9	9	9	9	11	11	12	12	150		

McLEAN COUNTY NURSING HOME

CENSUS Report - 2008

MONTH	AVG MEDICARE	AVG PVT PAY	AVG IDPA	AVG IN HOUSE	AVG BED HOLD	AVG CENSUS	AVG VACANT
JANUARY	7.10	35.81	99.06	141.97	0.68	142.65	7.35
FEBRUARY	5.41	37.17	97.24	139.83	1.38	141.21	8.79
MARCH							
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							

YTD AVERAGE	6.26	36.49	98.15	140.90	1.03	141.93	8.07
% OF CAPACITY	4.17%	24.33%	65.44%	93.93%	0.69%	94.62%	5.38%



McLean County

Health Department

200 W. Front St. Room 304 Bloomington, Illinois 61701 (309) 888-5450

To: Honorable Members of the McLean County Board Finance Committee

From: Robert J. Keller, Director

Date: March 26, 2008

Re: Budget and FTE Amendments Grant Funds 0102 and 0108

Please find enclosed three budget and FTE amendments related to three small grants awarded the Health Department during the past month. Two of the grants will employ the services of a part-time social work intern to assist in carrying out the projects.

Early Childhood Caries Planning Grant

This is a one-time oral health planning grant awarded by the Illinois Department of Public Health to conduct a local needs assessment and develop a community plan to design approaches to address the incidence of early childhood dental caries. The contract adds \$5,000 for the time period April 1, 2008 through September 30, 2008 and adds a .14 FTE social work intern for a six month span of time. In addition, several staff will be assigned to the project on an as needed basis. This grant was previously approved by the McLean County Board of Health

Sexually Transmitted Disease Prevention Grant

This is a one-time grant awarded to the department by the Illinois Department of Public Health to design outreach and early intervention strategies to reduce the incidence of sexually transmitted diseases within McLean County. The \$10,000 grant covers the time period April 1, 2008 through March 31, 2009 and adds a .12 social work intern for a period of nine months. In addition, segments of time from communicable disease and health promotion staff will be assigned to the grant. This grant was previously approved by the McLean County Board of Health.

National Association of City and County Health Officials (NACCHO) MRC Grant

This is a one-time grant awarded by NACCHO to provide training opportunities to Medical Reserve Corps (MRC) volunteers. The \$5,000 awarded will cover expenses associated with a regional Strategic National Stockpile dispensing site exercise during spring of this year. Funds from the grant will also be used to recruit MRC volunteers. A portion of an office support specialist position will be assigned to the project. The grant was previously approved by the McLean County Board of Health.

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Budget Amendment
Fund 0102
Early Childhood Dental Caries Planning Grant

The Illinois Department of Public Health awarded the McLean County Health Department a one-time grant of \$5,000 to engage a local community task force to explore approaches to reduce the incidence of early childhood dental caries. The intention of the planning process is to assess the availability of prevention services for children under the age of five. The planning group will be comprised of members already engaged in this effort through the department's AOK Early Childhood Network. The grant adds a .14 FTE social work intern to help staff the project along with time allocation to the project on the part of the department's community health and prevention supervisor and the health promotion program manager. The project concludes on September 30th.

An Ordinance of the McLean County Board
Amending the 2008 Combined
Appropriation and Budget Ordinance for Fund 0102

WHEREAS, Chapter 55, Section 5/6-1003 of the Illinois Compiled Statutes (1992) allows the County Board to approve appropriations in excess of those authorized by the budget; and,

WHEREAS, the McLean County Health Department has requested an amendment to the McLean County Fiscal Year 2008 appropriation in Fund 0102 Dental Sealant Grant Program, and the Board of Health and Finance Committee concurs; and,

WHEREAS, the County Board concurs that it is necessary to approve such amendment, now, therefore,

BE IT ORDAINED AS FOLLOWS:

1. That the Treasurer is requested to increase revenue line 0407-0152 Early Childhood Caries (ECC) Grant - in Fund 0102, Department 0061, Program 0062 from \$0 to \$5,000.
2. That the County Auditor is requested to increase the appropriations of the following line item accounts in Fund 0102, Department 0061, Program 0062, AIDS/Communicable Disease Programs as follows:

LINE	DESCRIPTION	PRESENT AMOUNT	INCREASE (DECREASE)	NEW AMOUNT
0503-0001	Full Time Employees	\$ 33,796	\$ 1,400	\$ 35,196
0516-0001	Seasonal Employees	\$ 0	\$ 2,500	\$ 2,500
0599-0001	Co. IMRF	\$ 2,659	\$ 110	\$ 2,769
0599-0003	SS Contribution	\$ 4,095	\$ 300	\$ 4,395
0612-0003	Educational Materials	\$ 500	\$ 390	\$ 890
0630-0001	Postage	\$ 700	\$ 200	\$ 900
0793-0001	Travel	\$ 350	\$ 100	\$ 450
TOTALS:		\$ 42,100	\$ 5,000	\$ 47,100

3. That the County Clerk shall provide a copy of this ordinance to the County Administrator, County Treasurer, County Auditor, and the Director of the Health Department.

Adopted by the County Board of McLean County this _____ day of _____, 2008.

ATTEST:

APPROVED:

Peggy Ann Milton, Clerk of
the McLean County Board of
the County of McLean

Matt Sorensen Chairman of the
McLean County Board

F:\adm\budg\08ECC

A Resolution Amending the Fiscal Year 2008 McLean
County Full-Time Equivalent Position Resolution
Associated with an Ordinance to Amend the Fiscal Year
2008 McLean County Combined Appropriation and Budget
Ordinance for Fund 0102.

WHEREAS, the County Board adopted a funded Full-Time Equivalent Position Resolution on November 20, 2007 which became effective on January 1, 2008; and,

WHEREAS, it becomes necessary to amend the Funded Full-Time Equivalent Position Resolution to authorize position changes associated with the staff compliment allocated to work on Early Childhood Caries (ECC) Prevention Grant programs in operating Fund 0102.

Therefore, Be it resolved by the McLean County Board, now in regular session, that the said funded Full-Time Equivalent Positions Resolution be and hereby is amended as follows:

<u>Action</u>	<u>Fund</u>	<u>Program</u>	<u>Position Classification</u>	<u>Annual FTE</u>	<u>Months</u>	<u>Now</u>	<u>New</u>
Increase	0102-0061	0062	0516-0399	.14	6.0	.00	.07

This Amendment shall become effective and be in full force immediately upon adoption.

Adopted by the County Board of McLean County this _____ day of _____ 2008.

APPROVED

Matt Sorensen, Chairman
McLean County Board

ATTEST:

Peggy Ann Milton, Clerk of McLean County
Board of the County of McLean

adm\budg\08FTE102

Budget Amendment Narrative
Grant Fund 0107
STD Prevention Grant

The Illinois Department of Public Health provided a one-time grant to local health departments within jurisdictions with higher rates of sexually transmitted diseases (STD's). The selection criterion included the 20 counties with the highest rates per 100,000 residents. Local health departments were encouraged to utilize CDC risk population models to design intervention strategies. The McLean County Health Department will focus on deploying social marketing approaches to increase outreach efforts; self-collected urine specimens for drop off testing of Chlamydia and gonorrhea; and, STD prevention and education in a variety of community settings.

The grant will employ a part-time social work intern and will have time assigned to the project from various staff including: the communicable disease program coordinator, health promotion program manager, communication specialist and accounting specialist. The only FTE amendment will involve the intern. The miscellaneous assignment of staff to the project will come in the form of payroll distribution.

A Resolution Amending the Fiscal Year 2008 McLean
County Full-Time Equivalent Position Resolution
Associated with an Ordinance to Amend the Fiscal Year
2008 McLean County Combined Appropriation and Budget
Ordinance for Fund 0107.

WHEREAS, the County Board adopted a funded Full-Time Equivalent Position Resolution on November 20, 2007 which became effective on January 1, 2008; and,

WHEREAS, it becomes necessary to amend the Funded Full-Time Equivalent Position Resolution to authorize position changes associated with the staff compliment allocated to work on STD Prevention Grant program in operating Fund 0107.

Therefore, Be it resolved by the McLean County Board, now in regular session, that the said funded Full-Time Equivalent Positions Resolution be and hereby is amended as follows:

<u>Action</u>	<u>Fund</u>	<u>Program</u>	<u>Position Classification</u>	<u>Annual FTE</u>	<u>Months</u>	<u>Now</u>	<u>New</u>
Increase	0107-0061	0062	0516-0399	.12	9.0	.00	.09

This Amendment shall become effective and be in full force immediately upon adoption.

Adopted by the County Board of McLean County this _____ day of _____ 2008.

APPROVED

Matt Sorensen, Chairman
McLean County Board

ATTEST:

Peggy Ann Milton, Clerk of McLean County
Board of the County of McLean

adm\budg\08FTE107

Budget Amendment
National Association of City and County Health Officials MRC Grant
Grant Fund 0107

The McLean County Health Department applied for, and was awarded, a \$5,000 contract during early 2008 by the National Association of City and County Health Officials (NACCHO) to conduct training for volunteers used as part of the McLean County Health Department's emergency public health response function. The department was previously awarded a \$10,000 grant by NACCHO for the same purpose in 2007. The new funding will be used primarily for planning and staging a regional Strategic National Stockpile dispensing exercise sometime in May. The department will purchase small equipment items as part of "go-kits" for MRC volunteers. The department will solicit new MRC volunteers, provide volunteer training, provide food for the volunteers and conduct the regional SNS dispensing site exercise. The MRC is made up of volunteer physicians, nurses, and other individuals to augment the community's capacity to meet public demand during a public health emergency such as a bioterrorism event or large scale infectious disease outbreak. A portion of the funding will be used to defray a portion of the office support staff position's compensation for support to the project.

An Ordinance of the McLean County Board
Amending the 2008 Combined
Appropriation and Budget Ordinance for Fund 0107

WHEREAS, Chapter 55, Section 5/6-1003 of the Illinois Compiled Statutes (1992) allows the County Board to approve appropriations in excess of those authorized by the budget; and,

WHEREAS, the McLean County Health Department has requested an amendment to the McLean County Fiscal Year 2008 appropriation in Fund 0107 AIDS/Communicable Disease Program, and the Board of Health and Finance Committee concurs; and,

WHEREAS, the County Board concurs that it is necessary to approve such amendment, now, therefore,

BE IT ORDAINED AS FOLLOWS:

1. That the Treasurer is requested to increase revenue line 0407-0134 Medical Reserve Corp (MRC) Capacity Grant - in Fund 0107, Department 0061, Program 0062 from \$5,000 to \$13,000.
2. That the County Auditor is requested to increase the appropriations of the following line item accounts in Fund 0107, Department 0061, Program 0062, AIDS/Communicable Disease Programs as follows:

LINE	DESCRIPTION	PRESENT AMOUNT	INCREASE (DECREASE)	NEW AMOUNT
0515-0001	Part Time Employees	\$ 57,212	\$ 890	\$ 58,102
0599-0001	Co. IMRF	\$ 7,462	\$ 70	\$ 7,532
0599-0003	SS Contribution	\$ 8,707	\$ 68	\$ 8,775
0607-0001	Food	\$ 2,082	\$ 1,470	\$ 3,552
0620-0001	Op/Office Supplies	\$ 10,038	\$ 345	\$ 10,383
0621-0001	Non-Major Equipment	\$ 11,991	\$ 2,857	\$ 14,848
0629-0001	Printed Forms	\$ 2,243	\$ 140	\$ 2,383
0701-0001	Advertising/Leg Notices	\$ 0	\$ 1,000	\$ 1,000
0706-0001	Contract Services	\$ 10,000	\$ 1,000	\$ 11,000
0778-0001	DP User Fees	\$ 200	\$ 160	\$ 360
TOTALS:		\$109,935	\$ 8,000	\$117,935

3. That the County Clerk shall provide a copy of this ordinance to the County Administrator, County Treasurer, County Auditor, and the Director of the Health Department.

Adopted by the County Board of McLean County this _____ day of _____, 2008.

ATTEST:

APPROVED:

Peggy Ann Milton, Clerk of
the McLean County Board of
the County of McLean

Matt Sorensen Chairman of the
McLean County Board

F:\adm\budg\08NACCHO



H. Lee Newcom
McLean County Recorder
115 E. Washington Street, Room M-104
Post Office Box 2400
Bloomington, IL 61702-2400
(309) 888-5170
(309) 888-5927 Fax

April 02, 2008

To: Honorable Members of the Finance Committee

From: Don Everhart, Chief Deputy Recorder

Please be advised for the month of February 2008 that revenue, state stamp inventory and receipts, and receivables reconcile with the general ledger.

A copy of February 2008's "Monthly Account Balances" is attached.



Account #	Account Description	Month-to-date Totals			Year-to-date Totals through February, 2008			Total
		Cash/Check/ Change	Charges Paid	Other Pay Method	Cash/Check/ Change	Charges Paid	Other Pay Method	
01-0-0-201-070-034	Due Idor-Rental Hsg Prog	\$22,311.00	\$0.00	\$0.00	\$43,173.00	\$0.00	\$0.00	\$43,173.00
01-6-8-410-008-034	Copy Fees	\$1,210.10	\$0.00	\$0.00	\$2,141.50	\$0.00	\$0.00	\$2,145.75
01-6-8-410-029-035	Recording Fees	\$41,784.00	\$699.00	\$188.00	\$82,735.00	\$997.00	\$0.00	\$82,949.00
01-6-8-410-032-036	County Revenue Stamps	\$21,239.00	\$0.00	\$0.00	\$47,563.00	\$0.00	\$0.00	\$47,563.00
01-6-8-410-111-111	Payment On Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-6-8-410-128-100	Microfilm Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01-6-8-410-132-100	Data Sales	\$260.00	\$0.00	\$0.00	\$340.00	\$0.00	\$0.00	\$340.00
01-6-8-410-195-035	Rental Hsg Support Program	\$2,479.00	\$0.00	\$0.00	\$4,797.00	\$0.00	\$0.00	\$4,797.00
16-8-4-102-222-222	Balance Brought Forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16-8-4-102-222-222	Balance Brought Forward/Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37-6-8-410-089-284	Document Storage	\$7,947.00	\$252.00	\$42.00	\$16,140.00	\$492.00	\$0.00	\$16,140.00
37-6-8-410-181-100	Gis Document Storage	\$2,649.00	\$84.00	\$14.00	\$5,380.00	\$164.00	\$0.00	\$5,380.00
51-0-0-126-001-903	State Revenue Stamps	\$42,478.00	\$0.00	\$0.00	\$95,126.00	\$0.00	\$0.00	\$95,126.00
67-6-8-410-181-100	Gis Fund	\$13,218.00	\$246.00	\$43.00	\$26,426.00	\$346.00	\$0.00	\$26,504.00
Final Total:		\$155,575.10	\$1,221.00	\$287.00	\$323,821.50	\$2,295.25	\$0.00	\$324,117.75

Memo

To: Finance Committee Members
From: Robert T. Kahman *RTK*
CC: file
Date: March 21, 2008
Re: 2007 Board of Review and Assessment Year conclusion

The 2007 **assessment** year has come to an official conclusion. On March 18, 2008 we received the State certification of a multiplier of "1.0000". The assessment process now rolls into the **tax extension** and **billing/collection** process. The assessment year in effect becomes the tax year.

I am attaching two documents to this memo. The first is titled Tentative and Final Abstract Statistics. This is a busy chart that captures many of the facts and statistics that are meaningful to those of us in the tax cycle. This is the nuts and bolts of getting the assessment year completed. I ask your indulgence as I point out several of the important facts.

Keeping the tax cycle on track is my over-riding goal. I routinely track both the timeliness and the quantity of various components of the cycle. The chart tracks the last eight years. One of the most encouraging facts is that our "DAYS BETWEEN" decreased markedly this year. This statistic tracks the length of time that the Illinois Department of Revenue (ILDOR) takes to process our abstracts. As you see, 2000, 2002 and 2005 were very long turn around times for Revenue, with 2005 being the absolute worst. In that year we sat and waited 99 days for a response. This year they turned around our abstracts in a mere 45 days. That is a welcome improvement.

Any government that has a property tax levy is interested in equalized assessed value or EAV. In the "RATIO FINAL/TENTATIVE" column I track the relationship between before and after the actions of the Board of Review. Assuming we receive a tentative multiplier of "1.0000", our final multiplier will be that same number as long as we gain or lose no more than 1% at the Board. As you can see we are comfortably running at about .36% loss at the Board. The number of Board actions is found in "Total BOR files". We are maintaining a consistent number of Board filings even as our total parcel count and EAV continue to rise.

I have graphed the Board of Review workload in the second document, Annual McLean County BOR Workload.

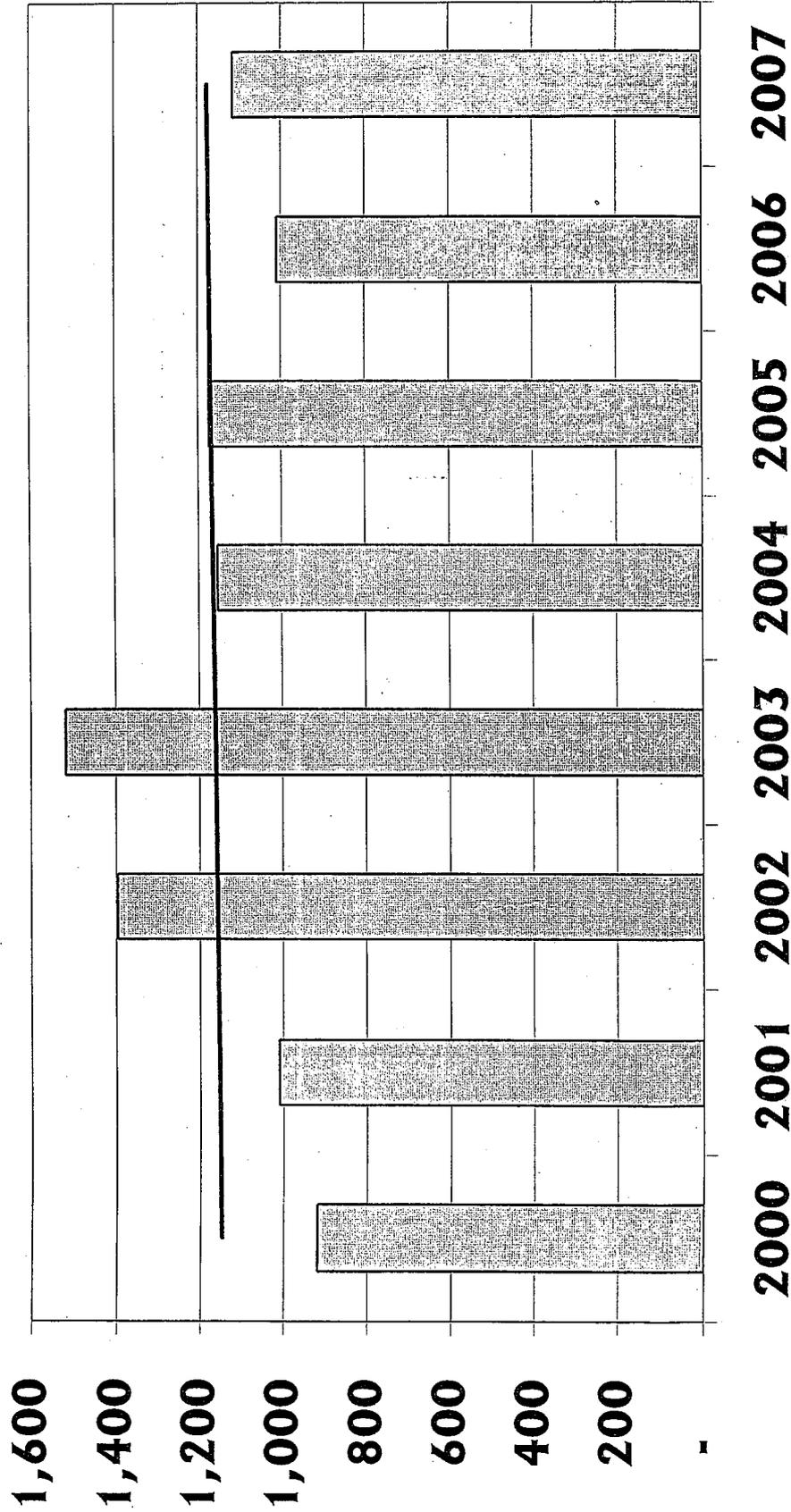
RTK

Tentative and Final Abstract
Statistics

YEAR	280 MAILED	TENTATIVE RECEIVED	DAYS BETWEEN	COUNTY MEDIAN	TENTATIVE EAV	260 MAILED	FINAL RECEIVED	DAYS BETWEEN	FINAL EAV
2000	01/14/2001	03/13/2001	58	33.29	\$ 2,478,479,198	04/27/2001	05/29/2001	32	\$ 2,475,150,505
2001	01/22/2002	02/19/2002	28	33.29	\$ 2,627,988,916	04/01/2002	04/22/2002	21	\$ 2,627,874,419
2002	01/27/2003	03/27/2003	59	33.26	\$ 2,787,581,445	04/09/2003	05/07/2003	28	\$ 2,778,895,098
2003	02/20/2004	03/15/2004	24	33.15	\$ 2,923,808,344	04/15/2004	05/11/2004	26	\$ 2,914,975,157
2004	11/16/2004	12/27/2004	41	33.30	\$ 3,079,622,977	02/02/2005	02/28/2005	26	\$ 3,067,935,130
2005	12/13/2005	02/09/2006	58	33.23	\$ 3,235,980,634	02/17/2006	03/30/2006	41	\$ 3,223,323,458
2006	12/20/2006	01/25/2007	36	33.34	\$ 3,394,620,980	02/05/2007	03/12/2007	35	\$ 3,382,503,012
2007	12/06/2007	01/02/2008	27	33.19	\$ 3,581,608,810	02/29/2008	03/18/2008	18	\$ 3,568,879,303

YEAR	RATIO FINAL/TENTATIVE	\$ LOST/GAINED AT BOR	New Crst @ BOR	demo	Total BOR files	Tentative less BOR Demo	Final less BOR New Crst	Net Loss @ BOR	Avg BOR Change
2000	99.87%	\$ (3,328,693)	\$ 5,478,554	\$ 583,018	920	\$ 2,477,896,180	\$ 2,469,671,951	(8,224,229)	(8,939)
2001	100.00%	\$ (114,497)	\$ 10,215,505	\$ 550,820	1,011	\$ 2,627,438,096	\$ 2,617,658,914	(9,779,182)	(9,673)
2002	99.69%	\$ (8,686,347)	\$ 10,088,004	\$ 1,174,472	1,397	\$ 2,786,406,973	\$ 2,768,807,094	(17,599,879)	(12,598)
2003	99.70%	\$ (8,833,187)	\$ 6,464,803	\$ 898,411	1,519	\$ 2,922,909,933	\$ 2,908,510,354	(14,399,579)	(9,480)
2004	99.62%	\$ (11,687,847)	\$ 4,385,470	\$ 3,516,671	1,156	\$ 3,076,106,306	\$ 3,063,549,660	(12,556,646)	(10,862)
2005	99.61%	\$ (12,657,176)	\$ 5,795,951	\$ 558,242	1,175	\$ 3,235,422,392	\$ 3,217,527,507	(17,894,885)	(15,230)
2006	99.64%	\$ (12,117,968)	\$ 3,370,611	\$ 440,057	1,010	\$ 3,394,180,923	\$ 3,379,132,401	(15,048,522)	(14,900)
2007	99.64%	\$ (12,729,507)	\$ 2,191,263	\$ 404,255	1,117	\$ 3,581,204,555	\$ 3,566,688,040	(14,516,515)	(12,996)

Annual McLean County BOR Workload



Total BOR Actions
 Linear (Total BOR Actions)