

E.	Jackie Dozier, County Auditor	
	1) <u>Items to be Presented for Information:</u>	
	a) Capital Asset Inventory Audit Report	17
	b) Memorandum on Implementation of new GASB Standards	18-20
	c) Auditor's Quarterly Report, 3 rd Quarter Financial Statements	21-28
	d) General Report	
	e) Other	
F.	Robert Kahman, Supervisor of Assessments	
	1) <u>Items to be Presented for Information:</u>	
	a) Complaint Comparison Year-to-Year	29
	b) Assessment Status Report	30
	c) General Report	
	d) Other	
G.	Jennifer Ho, Risk Management	
	1) <u>Items to be Presented for Action:</u>	
	a) Request Approval of the Recommendation of Bids for Public Officials Bonds – Election Year 2008	31-33
	b) Request Approval to select Arthur J. Gallagher Risk Management Services, Inc. (AJG) to be the Brokerage Service Provider for McLean County	34-44
	2) <u>Items to be Presented for Information:</u>	
	a) Third Quarter Risk Management Fund Report FY 2008	45-46
	b) General Report	
	c) Other	
H.	Becky McNeil, County Treasurer	
	1) <u>Items to be Presented for Information:</u>	
	a) Accept and place on file County Treasurer's Monthly Financial Reports as of October 31, 2008	
	b) General Report	
	c) Other	
I.	John M. Zeunik, County Administrator	
	1) <u>Items to be Presented for Action:</u>	
	a) Request Approval of Position Reclassification and Salary Upgrades recommended as part of Fiscal Year 2008 Recommended Budget	47-59
	b) Request for Approval of a Resolution to Establish Rates for Health and Life Insurance Coverage for Fiscal Year 2009	60-61
	c) Review of Fiscal Year 2009 Recommended Budget:	
	(1) Cooperative Extension Services – 0133-0088	62-63
	(2) F.I.C.A. Social Security – 0130-0069	64-66
	(3) I.M.R.F. Illinois Municipal Retirement Fund – 0131-0069	67-69

2) Items to be Presented for Information:

- a) Notice that the McLean County Comprehensive Annual Financial Report for FY'2007 qualifies for a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association 70-71
- b) Regional Office of Education Quarterly Report 72-74
- c) General Report
- d) Other

4. Recommend Payment of Bills and Transfers, if any, to County Board

5. Other Business and Communication

6. Adjournment



NURSING HOME
(309) 888-5380
901 N. Main Normal, Illinois 61761

To: Benjamin Owens, Chairman, Finance Committee
Members of the Finance Committee

From: Don Lee, Nursing Home Administrator
Eric Kline, Nursing Home Maintenance Supervisor

Date: October 24, 2008

Subject: Television Service Bids

Background

The McLean County Nursing Home has historically received cable television service at a discounted rate as a governmental unit. Several years ago, Insight indicated they would no longer be able to provide service under that arrangement, but did continue to provide the basic package to the nursing home under a bulk rate plan. The cost for that service has always been \$96-\$103 per month since that time. They did indicate that they were not certain how long they would be able to offer this rate. They further indicated that our future cost would probably increase to the same as any other home subscriber multiplied by 82, the number of television sets we have in the building. In the following budget year we increased that line item to cover that cost in the event they followed through. Although Insight allowed the plan to continue as a Public service, the nursing home has continued to budget that amount in anticipation of a possible future change.

In early September, we learned from Comcast that they were no longer willing to continue the previous Insight plan. They intend to charge the same rates per television as they currently charge any other customer. For cost for the same basic package we now have would increase to \$630 per month. Adding the expanded package would increase the cost to \$1,344 per month. If we enter into a 5 year contract with them, they will re-cable the building at no charge.

At this time, we began to gather information on alternate service providers from other facilities and input on how satisfied they were with their service. In discussions the same two national providers kept being mentioned, Bulk TV and Senior TV. Both are Direct TV providers and specialize in facilities similar to ours. Both offer 32 channel package of programming that we select. Both offer an additional "in-house channel" that will allow us to broadcast to the resident room televisions allowing us to broadcast special events live from our multipurpose room or to attach a DVD player for broadcasting current movies.

Bid Process

An ad was placed in the Pantagraph on Friday October 10, 2008. We sent bid specifications to Comcast, Bulk TV and Senior TV, no other bid packets were picked up or requested by the deadline of October 16, 2008. Three bids were received by the deadline of October 23, 2008; Comcast, Bulk TV and Senior TV. Page three has a breakdown of each bid with costs projected for the length of the five year contract. Figures do not include taxes, fees and probable programming increases. All companies require a five year contract for services.

Specified Programming

WHOI – WEEK – WMBD – WYZZ – WTVP – WAOE – WGN – CNN – FOX News – Weather Channel – ESPNU – Speed Network – FX – TBS – TNT – USA – Animal Planet – National Geographic – Discovery – Family – TV Land – Game Show – Lifetime – Food Network – Oxygen – A & E – History – FOX Movie – Lifetime Movie – AMC – EWTN – Versus

Bid Review

Comcast - Comcast will install and maintain new cable, splitters, and cable ends for all room televisions to a central point in each wing at no cost. They will also supply and maintain any amplifiers needed to optimize picture quality. The Nursing Home staff installed new cable runs to each wing earlier this year. We have no control of the programming content and would require the expanded package at a monthly cost of \$1,344 per month to obtain the specified program package. Channels can be added or deleted without warning by Comcast. There is no equipment cost in this proposal.

Bulk TV – This is a Direct TV supplier that specializes in multiple TV scenarios like ours. The programming is cost effective at \$332.38 per month with 32 channels that we are able to pick and matches our programming specification. We can also add and subtract channels with little or no cost to us. Although they recommend replacing all coax, they feel we can probably achieve a quality picture by replacing our current 1974 splitters and cable ends with those using today's technology. That will be an additional cost of \$800.00 not included in the contract and would be installed by the nursing home staff. Required equipment may be leased for \$306.32 per month over a five year period for a total of \$18,379.20 or it may be purchased for \$12,452.00.

Senior TV – Senior TV and Bulk TV are the same type of companies that cater to similar businesses. Again they recommend that all cable ends and splitters be replaced at our expense (\$800.00). They offer the same 32 channels at a cost of \$268.51 per month and can pick and choose channels in the future. Required equipment may be leased for \$393.00 per month over a five year period for a total of \$23,580.00 or it may be purchased for \$16,440.56.

Bid Cost Analysis

	<u>Comcast</u>	<u>Bulk TV</u>	<u>Senior TV</u>
# of Channels	75 Expanded	32	32
Local Channels	Yes	Yes	Yes
In-House Channel option	*Yes	*Yes	*Yes
*To broadcast DVD or feed from a video camera facility wide on a specific channel			
Able to choose channels	No	Yes	Yes
Programming Provider	Comcast	Direct TV	Direct TV
Program costs per month	\$1,344.00 Expanded	\$332.38	\$268.51
5 Programming cost	\$80,640.00	\$19,942.80	\$16,110.60
Programming prices may increase			
Lease option cost for Equip. per month	N/A	\$306.32	\$393.00
Equipment costs (Purchase Option)	N/A	\$12,452.00	\$16,262.80
Equipment Lease Option 5 year total costs	N/A	\$18,379.20	\$23,580.00
Equipment cost savings Purchase vs Lease	N/A	\$5,927.20	\$7,317.20
Annual Costs year 1 Purchase option	\$16,128.00	\$16,440.56	\$19,484.92
Annual Cost after year 1 Purchase option	\$16,128.00	\$3,988.56	\$3,222.12
5 Year costs Purchase option	\$80,640.00	\$32,394.80	\$32,373.40
Programming Lease Contract	5 years	5 years	5 years
Warranty	N/A	5 year parts and Labor agreement	1 year installation warranty 1 to 3 year equipment

Cost Summary

Total 5 Year Lease Option

	<u>Comcast</u>	<u>Bulk TV</u>	<u>Senior TV</u>
Programming	\$80,640.00	\$19,942.80	\$16,110.60
Equipment	<u>N/A</u>	<u>18,379.20</u>	<u>23,580.00</u>
	\$80,640.00	\$38,322.00	\$39,690.60

Total 5 yr Purchase Option

	<u>Comcast</u>	<u>Bulk TV</u>	<u>Senior TV</u>
Programming	\$80,640.00	\$19,942.80	\$16,110.60
Equipment	<u>N/A</u>	<u>12,452.00</u>	<u>16,262.80</u>
	\$80,640.00	\$32,394.80	\$32,373.40

Recommendations

Based on our analysis, we recommend Senior TV as the low bidder on a five year basis and that the Board approve the purchase of their equipment in the amount of \$16,110.60. We will have \$13,847 remaining in our existing line item in the 2008 budget and will be able to provide the balance from other capital lines not fully expended.

McLEAN COUNTY NURSING HOME

ACCRUED EXPENDITURE

Prt Date: October 27, 2008

	2008 BUDGET	2008 MONTHLY ALLOC	SEPT, 2008 ACCRUED EXPENSE	YTD ALLOC	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 12/31/08
SALARIES	3,695,035	303,369	324,388	2,770,564	2,909,411	785,624	138,847	78.74%	3,875,675
IMRF	289,321	23,780	25,400	217,189	227,807	61,514	10,618	78.74%	303,465
SOC/LIFE	438,940	13,721	36,077	329,506	329,506	109,434	0	75.07%	438,940
SEC/SEC	282,670	23,233	24,816	212,196	222,570	60,100	10,374	78.74%	296,489
VAC LIAB	30,000	2,466	2,466	22,521	22,521	7,479	0	75.07%	30,000
SELLEBACK	0	0	0	0	0	0	0	0.00%	#DIV/0!
PERSONNEL	4,735,966	366,569	413,147	3,551,975	3,711,814	1,024,152	159,839	78.38%	4,944,570
COMMODITIES	841,321	69,150	68,466	631,567	577,791	263,530	(53,776)	68.68%	769,685
CONTRACTUAL	4,295,650	351,851	292,338	3,224,680	2,494,611	1,801,039	(730,068)	58.07%	3,323,114
CAPITAL	772,120	63,462	214,569	579,619	283,518	488,602	(296,100)	36.72%	377,680
GRAND TOTAL	10,645,057	851,031	988,520	7,987,841	7,067,735	3,577,323	(920,107)	66.39%	9,415,048

McLEAN COUNTY NURSING HOME

ACCRUED REVENUE

Prt Date: October 27, 2008

	2008 BUDGET	2008 MONTHLY ALLOC	SEPT, 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	63,000	109,656	575,400	714,383	52,117	138,983	93.20%	951,642
IDPA REVENUE	3,153,600	259,200	468,408	2,367,360	4,616,250	(1,462,650)	2,248,890	146.38%	6,149,385
SCHOOLING REIMB	0	0	0	0	219	(219)	219	#DIV/0!	292
JDC LAUNDRY	8,439	694	773	6,335	8,366	73	2,031	99.14%	11,145
JDC FOOD	35,000	2,877	2,848	26,274	19,376	15,624	(6,898)	55.36%	25,811
MEALS	600	49	265	450	1,137	(537)	687	189.50%	1,515
PVT PAY REVENUE	2,151,675	176,850	129,747	1,615,230	1,219,964	931,711	(395,266)	56.70%	1,625,134
UNCLASS	12,000	986	15	9,008	2,044	9,956	(6,964)	17.03%	2,723
INTEREST EARNED	97,990	8,054	7,036	73,560	99,646	(1,656)	26,087	101.69%	132,741
SALE OF ASSETS	0	0	0	0	850	(850)	850	#DIV/0!	1,132
TRANSFER IN	579,004	47,589	61,376	434,650	554,371	24,633	119,722	95.75%	738,487
TELEPHONE REIMB	0	0	840	0	8,160	(8,160)	8,160	#DIV/0!	10,870
TOTAL ACC REVENUE	6,804,808	559,299	780,964	5,108,267	7,244,767	(439,959)	2,136,500	106.47%	9,650,876
TOTAL ACC REVENUE	6,804,808	559,299	780,964	5,108,267	7,244,767	(439,959)	2,136,500	106.47%	9,650,876
LESS ACCRUED EXPENS	(10,645,057)	(851,031)	(988,520)	(7,987,841)	(7,067,735)	(3,577,323)	920,107	66.39%	(9,415,048)
ACC REV - (ACC EXP)	(3,840,249)	(291,732)	(207,556)	(2,879,574)	177,032	(4,017,282)	3,056,607		235,828
PLUS CAP EXP	0	63,462	214,569	579,619	283,518	488,602	(296,100)		377,680
ACC BALANCE	(3,840,249)	(228,270)	7,013	(2,299,955)	460,551	(3,528,680)	2,760,506		613,508

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	34.81	100.06	141.97	0.68	142.65	7.35
FEBRUARY	5.41	36.31	98.10	139.83	1.38	141.21	8.79
MARCH	4.45	32.55	94.19	131.19	1.55	132.74	17.26
APRIL	6.30	32.47	92.13	130.90	0.77	131.67	18.33
MAY	6.39	31.90	93.81	132.10	2.03	134.13	15.87
JUNE	7.07	31.53	91.23	129.83	2.17	132.00	18.00
JULY	9.45	31.71	89.03	130.19	2.45	132.65	17.35
AUGUST	9.77	30.10	87.32	127.19	2.35	129.55	20.45
SEPTEMBER	11.30	30.60	85.67	127.57	0.63	128.20	21.80
OCTOBER							
NOVEMBER							
DECEMBER							

YTD AVERAGE 7.47 32.44 92.40 132.31 1.56 133.86 16.14
 % OF CAPACITY 4.98% 21.63% 61.60% 88.21% 1.04% 89.24% 10.76%



McLean County
Health Department
Partners in Prevention

200 W. Front St., Rm. 304 • Bloomington, IL 61701

Memorandum

To: Honorable Members of the McLean County Board Finance Committee

From: Robert J. Keller, Director

Date: October 27, 2008

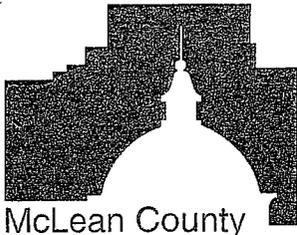
Re: Proposed Amendments to the McLean County Revised Code, Chapter 26,
Food and Chapter 28, Health and Sanitation.

Please see attached a memorandum from Environmental Health Director Tom Anderson describing proposed changes to both the County's food code and private sewage disposal code. The fee changes follow the committee's action of October 8th where approval was given to the department's 2009 budget. Contained within that budget were revenue projections for both food establishment fees and private sewage disposal system fees to support the expenditure plan.

As Mr. Anderson states, a 3% incremental increase is included along with non-refundable fee language added to the food ordinance that parallels identical language contained the sewage code.

Thank you for your attention.

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McLean County
Health Department
Partners in Prevention

200 W. Front St., Rm. 304 • Bloomington, IL 61701

Memorandum

TO: Honorable Members of the McLean County Board Finance Committee

FROM: Tom Anderson, Director of Environmental Health 

DATE: October 6, 2008

RE: Proposed amendments to McLean County Revised Code, Chapter 26, Food Service, and Chapter 28, Health and Sanitation.

Attached are the proposed amendments to the above referenced County Code chapters regarding the regulation of food service establishments, private sewage disposal systems, and constructed water wells. This proposed amendment was reviewed and approved by the Board of Health on September 3, 2008.

The proposed changes consist of the following:

1. A 3% increase for all food permit fees included in Chapter 26 of the McLean County Revised Code.
2. The incorporation of a non-refundable fee provision for all food permit fees.
4. A 3% increase for all permit fees in Chapter 28 of the McLean County Revised Code covering private sewage disposal systems and installer and pumper license fees.

TA-1901-08 FC Memo Ord Amend

**AMENDING CHAPTER 26 OF THE MCLEAN COUNTY CODE
FOOD SERVICE**

WHEREAS, the McLean County Board has certain ordinances which promulgate certain rules and regulations pertaining to the regulation of food service establishments, retail food stores, and bed and breakfast establishments for the promotion and protection of health and the control of disease; and

WHEREAS, the McLean County Board wishes to maintain those ordinances in accordance to state requirements for the promotion and protection of health and the control of disease; and

WHEREAS, the McLean County Board of Health has recommended on September 3, 2008, that permit and license fees be increased, and the county code be amended as proposed to meet state requirements; and

WHEREAS, the Finance Committee at their November ____, 2008 meeting has concurred with such recommendations, now, therefore

BE IT ORDAINED by the County Board of McLean County, now in regular session, that the aforesaid Chapter 28 is and hereby is amended to read as follows:

Chapter 26
Food Service

Article II
Food Service Establishments

26.08-6 Food Service Establishment Permit Fees. The annual fees for food permits shall be:

Class A Permit - ~~\$414.00~~ **426.00**

Class B Permit - ~~\$312.00~~ **321.00**

Class C Permit - ~~\$209.00~~ **215.00**

Class D Permit - Reserved for future use.

Class E Permit - Reserved for future use.

Class F Permit - No Fee

(Amended 11-19-91, 11-17-92, 09-20-94, 09-19-95, 09-17-96, 09-16-97, 10-20-98, 09-14-99, 10-17-00, 10-16-01, 11-19-02, 10-21-03, 11-16-04, 11-15-05, 11-21-06, 11-20-07, 11-??-08)

(A) Such fees shall be **non-refundable and** payable upon receipt of an invoice issued by the Board of Health.

(Amended 11-??-08)

Article III
Retail Food Stores

26.26-6 Retail Food Store Permit Fees. The annual fees for food permits shall be:

Class A Permit - ~~\$414.00~~ 426.00

Class B Permit - ~~\$312.00~~ 321.00

Class C Permit - ~~\$209.00~~ 215.00

Class D Permit - ~~\$209.00~~ 215.00

Class E Permit - ~~\$103.00~~ 106.00

Class F Permit - No Fee

(Amended 11-17-92, 09-20-94, 9-19-95, 09-17-96, 09-16-97, 10-20-98, 09-14-99, 10-17-00, 10-16-01, 11-19-02, 10-21-03, 11-16-04, 11-15-05, 11-21-06, 11-20-07, **11-??-08**)

(A) Such fees shall be **non-refundable and** payable upon receipt of an invoice issued by the Board of Health.

(Amended 11-??-08)

Article IV

Bed and Breakfast Establishments

26.58-1 Bed and breakfast permit fees. The annual fees for the permit shall be:

Class H Permit - ~~\$312.00~~ 321.00

Class I Permit - ~~\$209.00~~ 215.00

(Amended 11-17-92, 09-20-94, 9-19-95, 09-17-96, 09-16-97, 10-20-98, 09-14-99, 10-17-00, 10-16-01, 11-19-02, 10-21-03, 11-16-04, 11-15-05, 11-21-06, 11-20-07, **11-??-08**)

(A) Such fees shall be **non-refundable and** payable upon receipt of an invoice issued by the Board of Health. (Amended 11-??-08)

Article V

Temporary Food Establishments

26.85-6 Temporary Food Permit Fees. The fees for temporary food permits shall be:

Class J Permit - \$ 35.00

Class K Permit - \$120.00

(Amended 09-17-96, 10-16-01, 11-16-04)

(A) Fees shall be **non-refundable and** paid before a temporary food permit can be issued. (Amended 11-??-08)

This amendment shall become effective and in full force on November ____, 2008. Adopted by the County Board of McLean County, Illinois, this ____ day of November 2008.

APPROVED:

Matt Sorensen, Chairman of the
McLean County Board

ATTEST:

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

TA-0401-2008 FFA

**AMENDING CHAPTER 28 OF THE MCLEAN COUNTY CODE
HEALTH AND SANITATION**

WHEREAS, the McLean County Board has certain ordinances which promulgate certain rules and regulations pertaining to the regulation of sewage and water well construction for the promotion and protection of health and the control of disease; and

WHEREAS, the McLean County Ordinance is required by the Illinois Administrative Code to be at least as stringent as state rules and regulations; and

WHEREAS, the McLean County Board of Health has recommended on September 3, 2008, that permit and license fees be increased, and the county code be amended as proposed to meet state requirements as required; and

WHEREAS, the Finance Committee at their November ____, 2008 meeting has concurred with such recommendations, now, therefore

BE IT ORDAINED by the County Board of McLean County, now in regular session, that the aforesaid Chapter 28 is and hereby is amended to read as follows:

Chapter 28
Health & Sanitation

Article II
Private Sewage Disposal Systems

28.60 PERMIT FEE

The non-refundable permit application fees for the following private sewage disposal systems or components of systems are:

(A) Septic tank or Imhoff Tank	\$ 78.00 <u>80.00</u>
(B) Aerobic treatment plant	\$ 78.00 <u>80.00</u>
(C) 1. Subsurface seepage field	\$ 115.00 <u>118.00</u>
2. Seepage bed	\$ 115.00 <u>118.00</u>
3. Sand filter (buried or recirculating)	\$ 115.00 <u>118.00</u>
4. Waste stabilization pond	\$ 115.00 <u>118.00</u>
5. 8" or 10" gravel-less seepage field	\$ 115.00 <u>118.00</u>
6. Chamber systems	\$ 115.00 <u>118.00</u>
(D) Treatment unit(s) and waste stabilization pond.	\$ 153.00 <u>158.00</u>
(E) Privies, chemical toilet, recirculating toilet, incinerator toilet, compost toilet	\$ 153.00 <u>158.00</u>
(F) Private Sewage Mound (77 Ill. Adm. Code 906)	\$ 153.00 <u>158.00</u>

- | | |
|--|------------------------------------|
| (G) Holding Tank(s) | \$ 153.00 <u>158.00</u> |
| (H) Dump Station | \$ 153.00 <u>158.00</u> |
| (I) Any other system for which a variance in accordance with Section 28.60, of this Ordinance has been issued. | \$ 153.00 <u>158.00</u> |

(Entire section amended 10-21-86, 12-15-87, 10-19-93, 9-20-94, 9-19-95, 9-17-97, 10-20-98, 9-14-99, 10-17-00, 10-16-01, 11-19-02, 10-21-03, 11-16-04, 11-15-05, 11-21-06, 11-20-07, **11-??-08**)

28.60-1 LICENSE FEES

The non-refundable fees for the following licenses are:

- | | |
|-----------------------|------------------------------------|
| (A) Installer license | \$ 220.00 <u>227.00</u> |
| (B) Pumper license | \$ 220.00 <u>227.00</u> |

(Section added 11-19-96, Amended 9-16-97, 10-20-98, 9-14-99, 10-17-00, 10-16-01, 11-19-02, 10-21-03, 11-16-04, 11-15-05, 11-21-06, 11-20-07, **11-??-08**)

This amendment shall become effective and in full force on November ____, 2008. Adopted by the County Board of McLean County, Illinois, this ____ day of November 2008.

APPROVED:

 Matt Sorensen, Chairman of the
 McLean County Board

ATTEST:

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



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

October 28, 2008

To: Honorable Members of the Finance Committee

From: Amy Brooke, Acting Chief Deputy Recorder

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

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

Year-to-date Totals through September, 2008

Month-to-date Totals

Account #	Account Description	Cash/Check/Change	Charge	Charges Paid	Other Pay Method	Total	Cash/Check/Change	Charge	Charges Paid	Other Pay Method	Total
01-0-0-201-070-034	Due Idor-Rental Hsg Prog	\$18,621.00	\$0.00	\$0.00	\$684.00	\$19,305.00	\$208,314.00	\$0.00	\$0.00	\$1,683.00	\$209,997.00
01-6-8-410-008-034	Copy Fees	\$1,152.75	\$0.00	\$0.00	\$0.00	\$1,152.75	\$9,933.55	\$9.75	\$9.75	\$0.00	\$9,933.55
01-6-8-410-029-035	Recording Fees	\$34,857.00	\$581.00	\$419.00	\$1,257.00	\$36,276.00	\$390,942.00	\$4,256.00	\$4,148.00	\$3,181.00	\$394,231.00
01-6-8-410-032-036	County Revenue Stamps	\$30,795.75	\$0.00	\$0.00	\$0.00	\$30,795.75	\$272,112.25	\$0.00	\$0.00	\$0.00	\$272,112.25
01-6-8-410-111-111	Payment On Account	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00
01-6-8-410-132-100	Data Sales	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00	\$1,520.00	\$0.00	\$0.00	\$0.00	\$1,520.00
01-6-8-410-195-035	Rental Hsg Support Program	\$2,069.00	\$0.00	\$0.00	\$76.00	\$2,145.00	\$23,146.00	\$0.00	\$0.00	\$187.00	\$23,333.00
16-8-4-102-222-222	Balance Brought Forward	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00
37-6-8-410-089-284	Document Storage	\$7,086.00	\$300.00	\$240.00	\$234.00	\$7,360.00	\$77,871.00	\$2,175.00	\$2,163.00	\$573.00	\$78,456.00
37-6-8-410-181-100	Gis Document Storage	\$2,362.00	\$100.00	\$80.00	\$78.00	\$2,460.00	\$25,957.00	\$725.00	\$721.00	\$191.00	\$26,152.00
51-0-0-126-001-903	State Revenue Stamps	\$61,591.50	\$0.00	\$0.00	\$0.00	\$61,591.50	\$544,200.50	\$0.00	\$0.00	\$0.00	\$544,200.50
67-6-8-410-181-100	Gis Fund	\$11,570.00	\$230.00	\$160.00	\$390.00	\$12,030.00	\$127,628.00	\$1,507.00	\$1,463.00	\$955.00	\$128,627.00
Final Total:		\$170,285.00	\$1,211.00	\$899.00	\$2,719.00	\$173,316.00	\$1,681,624.30	\$8,672.75	\$8,504.75	\$6,770.00	\$1,688,562.30

**McLean County
Capital Asset Inventory
November 5, 2008**

An inventory audit of Capital Assets was conducted by the Auditors Office during the last half of 2008. The audit was conducted to determine that assets listed on the inventory were still in existence.

The scope of this audit included all of the County's fixed assets having an original value greater than \$10,000. Four departments (County Board, Building & Zoning, Information Technology, and Facilities Management) were not tested, as they are to be tested by Deputy Auditor's during 2008 on their regular inventory schedule.

The methodology consisted of the Auditor's Office taking a listing of assets that were on inventory and going to the department and physically viewing each asset. County Asset tags and/or serial numbers were used to confirm items when available. Alternative methodology was used for the County's infrastructure (roads & bridges).

Testing started early July and was completed by mid-October. Findings are noted below.

Findings:

Testing found that thirty-one (31) items, worth a combined \$4,118,848.23, had been disposed of and did not have the Capital Item Release Request Form completed.

Following is a breakdown, by classification, of the assets that were disposed of without proper notification sent to the Auditor's Office:

- | | |
|--------------------------|------------------------------|
| • Infrastructure | 2 items worth \$3,388,361.02 |
| • Buildings | 1 item worth \$24,472.31 |
| • Vehicles | 1 item worth \$20,435.40 |
| • Desks/Office Furniture | 19 items worth \$335,974.82 |
| • Equipment | 5 items worth \$127,706.69 |
| • Software | 2 items worth \$208,613.29 |
| • Seawall | 1 item worth \$13,284.70 |

Recommendations:

The Auditor's Office should work with the department heads and elected officials to reiterate the importance of notifying the Auditor's Office of transfers and disposals of Capital Assets, by their Capital Item Release Form.


Michelle L. Anderson
Financial Reporting Specialist

10/23/2008
Date

Memorandum

To: Chairman Owens and Members of the Finance Committee

From: Michelle Anderson, Financial Reporting Specialist



Date: November 5, 2008

Re: Implementation of New GASB Standards

With year end approaching, I wanted to provide the Committee with an update on where the County is with implementing new GASB Standards. The first five standards were included in the December 31, 2007 Comprehensive Annual Financial Report (CAFR) as upcoming GASB Standards and the final standard is a new standard passed by GASB on June 30th of this year.

GASB No. 45

The Governmental Accounting Standards Board (GASB) issued Statement Number 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, in June 2004, which will be effective for the County beginning with fiscal year ending December 31, 2008. This Statement establishes standards for the measurement, recognition and display of other postemployment benefits expenses and related liabilities or assets, note disclosures and, if applicable, required supplementary information in the financial reports.

Alliance Benefit Group, an actuarial firm, has been contracted to complete a valuation of the County's other postemployment benefits. The report, including the required note disclosures, has been completed. Necessary data will be included in the government-wide financial statements of the County's 2008 CAFR.

GASB No. 49

GASB Statement No. 49, *Accounting and Financial Reporting for Pollution Remediation Obligations*, issued November 2006, will be effective for the County beginning with its year ending December 31, 2008. This Statement addresses accounting and financial reporting standards for pollution, including contamination, remediation obligations, which are obligations to address the current or potential detrimental effects of existing pollution by participating in pollution remediation activities, such as site assessments and cleanups. This standard requires the County to estimate the components of expected pollution remediation outlays and determine whether the outlays for those components should be accrued as a liability or, if appropriate, capitalized when goods and services are acquired.

At this time, the Auditor's Office has not been notified that the County has any pollution remediation obligations that need to be accounted for. If, at some point in the future, the County becomes aware of such an obligation, the Auditor's Office will use the prescribed methodology, probability-weighted, to estimate the liability to the County based on potential outlays known at the time. The amounts would then be reflected in the government-wide financial statements of the County's CAFR.

GASB No. 50

GASB Statement No. 50, *Pension Disclosures, an amendment of GASB Statement Nos. 25 and 27*, issued May 2007, will be effective for the County beginning with its year ending December 31, 2008. This Statement more closely aligns the financial reporting requirement for pensions with those for other post employment benefits (OBEP) and, in doing so, enhances information disclosed in notes to the financial statement or presented as required supplementary information (RSI) by pension plans and by employers that provide pension benefits.

The County has a defined benefit plan, Illinois Municipal Retirement, an agent multi-employer plan (IMRF) that provides retirement, disability, annual cost of living adjustments, and death benefits to plan members and beneficiaries. IMRF annually provides the County with the required footnote disclosures, as well as the required supplementary information, previously required under GASB No. 27. IMRF will provide the County with the required footnote under GASB No. 50 going forward. Implementation will be completed with the CAFR for the year ending December 31, 2008.

GASB No. 51

GASB Statement No. 51, *Accounting and Financial Reporting for Intangible Assets*, issued July 2007, will be effective for the County beginning with its year ending December 31, 2010. This Statement provides guidance regarding how to identify, account for and report intangible assets. The new standard characterizes an intangible asset as an asset that lacks physical substance, is nonfinancial in nature and has an initial useful life extending beyond a single reporting period.

Examples of intangible assets include easements, computer software, water rights, timber rights, patents, and trademarks. Standards will require that identified intangible assets be classified as capital assets. Under current County policy, any software costing over \$10,000 (the County threshold for an asset being classified capital) is included as a capital asset. Additional time will have to be spent to insure that all intangible assets are identified and included.

GASB No. 52

GASB Statement No. 52, *Land and Other Real Estate Held as Investments by Endowments*, issued November 2007, will be effective for the County beginning with its

year ending December 31, 2009. This Statement establishes consistent standards for the reporting of land and other real estate held as investments. Endowments were previously required to report their land and other real estate held for investment purposes at historical cost. However, such investments are reported at fair value by similar entities, such as pension plans. The Statement requires endowments to report land and other real estate investments at fair value. The changes in the fair value are to be reported as investment income.

At this time, the Auditor's Office has not been notified that the County has any land that is being held as investments by an endowment that needs to be accounted for. If, at some point in the future, the County obtains such an investment, the Auditor's Office will start reporting the endowment under the prescribed methodology. The amounts would then be reflected in the County's CAFR.

GASB No. 53

GASB Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, issued June 2008, will be effective for the County beginning with its year ending December 31, 2010. This Statement is intended to improve how state and local governments report information about derivative instruments (financial arrangements used by governments to manage specific risks or investments) in their financial statements. The Statement requires government to measure most derivative instruments at fair value as assets or liabilities. The changes in fair value should be reported as investment gains or losses.

At this time, the Auditor's Office has not been notified that the County has any derivatives to account for. If, at some point in the future, the County enters into derivatives, the Auditor's Office will start reporting the financial arrangement under the prescribed methodology. The amounts would then be reflected in the government-wide financial statements of the County's CAFR.

**McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT**

ALL FUNDS

Combined Statement of Revenues, Expenditures, and
Changes in Fund Balances - Budget and Actual
For the Nine Months Ended September 30, 2008

	General Funds		Special Revenue Funds		Nursing Home		Combined Funds	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Revenues:								
Property taxes	\$ 9,946,634	\$ 9,394,434	\$ 19,321,849	\$ 18,252,516	\$ -	\$ -	\$ 29,268,483	\$ 27,646,950
Other	23,755,233	19,093,579	12,665,918	9,931,281	9,405,887	5,983,603	45,827,038	35,008,463
Total revenues	\$ 33,701,867	\$ 28,488,013	\$ 31,987,767	\$ 28,183,797	\$ 9,405,887	\$ 5,983,603	\$ 75,095,521	\$ 62,655,413
Expenditures:								
Personnel	\$ 22,981,330	\$ 16,657,850	\$ 13,415,724	\$ 10,497,137	\$ 4,694,416	\$ 3,060,104	\$ 41,091,470	\$ 30,215,091
Commodities	1,860,113	1,568,291	1,023,626	718,338	841,320	521,879	3,725,059	2,808,508
Contractual	7,645,674	6,945,801	10,890,305	8,138,231	3,935,652	1,906,632	22,471,631	16,990,664
Capital outlay	3,113,021	1,953,853	7,805,361	7,030,058	772,120	283,519	11,690,502	9,267,430
Employee benefits	-	-	-	-	-	-	-	3,204,195
Other	-	31	319,370	2,594,364	-	-	319,370	2,594,395
Total expenditures	\$ 35,600,138	\$ 30,330,021	\$ 33,454,386	\$ 28,978,128	\$ 10,243,508	\$ 5,772,134	\$ 79,298,032	\$ 65,080,283
Excess (deficiency) of revenues over expenditures	(1,898,271)	(1,842,008)	(1,466,619)	(794,331)	(837,621)	211,469	(4,202,511)	(2,424,870)
Other financing sources (uses) and adjustments:								
Transfers in	528,380	-	-	625,245	588,854	-	1,117,234	625,245
Proceeds from capital lease	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	-	-	-	850
Transfers out	(708,862)	(437,522)	(978,436)	(187,723)	-	-	(1,687,298)	(625,245)
Total other financing sources	(180,482)	(437,522)	(978,436)	437,522	588,854	850	(570,064)	850
Net change in fund balance	(2,078,753)	\$ (2,279,530)	(2,445,055)	\$ (356,809)	(248,767)	\$ 212,319	(4,772,575)	\$ (2,424,020)
Fund balance, beginning of year*	12,830,944	12,830,944	13,725,278	13,725,278	8,450,157	8,450,157	35,006,379	35,006,379
Fund balance, end of period	10,551,414	10,551,414	13,368,469	13,368,469	8,662,476	8,662,476	32,562,359	32,562,359
Accounts payable at September 30,		(247,362)		(826,645)		(26,563)		(1,100,570)
Encumbrances at September 30,		(240,002)		(135,186)		-		(375,188)
Uncommitted cash balances at September 30,	10,064,050	10,064,050	12,406,638	12,406,638	8,635,913	8,635,913	31,106,601	31,106,601

*Fund Balance was restated during the year ended 12/31/2007. The number presented is the restated amount. For additional information, please see the 12/31/2007 CAFR.

McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT
ALL FUNDS

Combined Statement of Revenues, Expenditures, and
Changes in Fund Balances
For the Nine Months Ended September 30, 2007 and 2008

	General Funds		Special Revenue Funds		Nursing Home		Combined Funds	
	2008	2007	2008	2007	2008	2007	2008	2007
Revenues:								
Property taxes	\$ 9,394,434	\$ 8,873,664	\$ 18,252,516	\$ 17,113,878	\$ -	\$ -	\$ 27,646,950	\$ 25,987,542
Other	19,093,579	19,675,503	9,931,281	8,270,628	5,983,603	7,031,905	35,008,463	34,978,036
Total revenues	\$ 28,488,013	\$ 28,549,167	\$ 28,183,797	\$ 25,384,506	\$ 5,983,603	\$ 7,031,905	\$ 62,655,413	\$ 60,965,578
Expenditures:								
Personnel	\$ 16,657,850	\$ 15,764,856	\$ 10,497,137	\$ 10,138,058	\$ 3,060,104	\$ 2,940,076	\$ 30,215,091	\$ 28,842,990
Commodities	1,568,291	1,425,371	718,338	659,721	521,879	502,754	2,808,508	2,587,846
Contractual	6,945,801	6,327,849	8,138,231	7,163,558	1,906,632	2,158,925	16,990,664	15,650,332
Capital outlay	1,963,853	904,413	7,030,058	5,123,636	283,519	34,795	9,267,430	939,208
Employee benefits	3,204,195	3,415,562	-	-	-	-	3,204,195	3,415,562
Other	31	325	2,594,364	1,914,853	-	-	2,594,395	1,915,178
Total expenditures	\$ 30,330,021	\$ 27,838,376	\$ 28,978,128	\$ 24,999,826	\$ 5,772,134	\$ 5,636,550	\$ 65,080,283	\$ 53,351,116
Excess (deficiency) of revenues over expenditures	(1,842,008)	710,791	(794,331)	384,680	211,469	1,395,355	(2,424,870)	7,614,462
Other financing sources (uses) and adjustments:								
Transfers in	-	-	625,245	454,487	-	-	625,245	454,487
Proceeds from capital lease	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	850	-	850	-
Transfers out	(437,522)	-	(187,723)	(52,424)	-	-	(625,245)	(52,424)
Total other financing sources	(437,522)	-	437,522	402,063	850	-	850	402,063
Net change in fund balance	\$ (2,279,530)	\$ 710,791	\$ (356,809)	\$ 786,743	\$ 212,319	\$ 1,395,355	\$ (2,424,020)	\$ 8,016,525
Fund balance, beginning of year*	12,830,944	12,036,748	13,725,278	15,912,315	8,450,157	7,062,212	35,006,379	35,011,275
Fund balance, end of period	10,551,414	12,747,539	13,368,469	16,699,058	8,662,476	8,457,567	32,582,359	43,027,800
Accounts payable at September 30,	(247,362)	(247,362)	(826,645)	(826,645)	(26,563)	(26,563)	(1,100,570)	(1,100,570)
Encumbrances at September 30,	(240,002)	(126,440)	(135,186)	(181,578)	-	-	(375,188)	(308,018)
Uncommitted cash balances at September 30,	10,064,050	12,373,737	12,406,638	15,690,835	8,635,913	8,431,004	31,106,601	41,619,212

*Fund Balance was restated during the year ended 12/31/2007. The number presented is the restated amount. For additional information, please see the 12/31/2007 CAFR.

McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT
GENERAL FUND EXPENDITURES BY DEPARTMENT

For the Nine Months Ended September 30, 2008

	CURRENT QUARTER EXPENDITURES	YTD EXPENDITURES	ANNUAL APPROPRIATION	ENCUMBRANCES YTD	EXP & ENCUMBE	PERCENT USED
County Board	\$ 695,299	\$ 1,665,450	\$ 1,558,680	\$ 26,463	\$ (133,233)	109% *
County Administrator	142,050	411,826	529,247	-	117,421	78%
County Auditor	92,110	263,756	357,921	-	94,165	74%
County Treasurer	86,575	251,945	350,083	-	98,138	72%
County Clerk	221,337	723,350	934,502	-	211,152	77%
Recorder of Deeds	57,604	157,702	250,535	-	92,833	63%
Merit Board	1,396	2,973	15,400	-	12,427	19%
Circuit Clerk	529,434	1,503,063	2,144,166	-	641,103	70%
Circuit Court	227,914	666,364	878,349	-	211,985	76%
Jury Commission	29,064	78,474	109,811	-	31,337	71%
State's Attorney	636,043	1,808,172	2,549,724	-	741,552	71%
Public Defender	428,413	1,183,188	1,589,127	-	405,939	74%
Court Services	961,334	2,764,589	3,973,167	1,424	1,207,154	70%
County Sheriff	2,281,450	6,366,819	8,006,536	12,484	1,627,233	80%
Coroner	137,119	407,283	515,310	-	108,027	79%
Department of Building and Zoning	71,515	213,259	320,734	7,496	99,979	69%
Department of Parks and Recreation	192,920	465,291	714,062	83,804	164,967	77%
Facilities Management	1,507,942	4,109,944	5,842,249	100,863	1,631,442	72%
Information Services Department	385,896	1,267,951	1,895,125	7,468	619,706	67%
Emergency Management Agency	47,302	132,280	174,507	-	42,227	76%
City of Bloomington - Election	193,772	449,608	517,205	-	67,597	87%
Assessment Office	244,597	489,796	689,510	-	199,714	71%
GENERAL FUND TOTAL	\$ 9,171,086	\$ 25,383,083	\$ 33,915,950	\$ 240,002	\$ 8,292,865	76%
Tort Judgment	896,769	2,179,092	2,393,049	-	213,957	91%
Employee Benefits Fund	1,076,139	3,204,195	-	-	(3,204,195)	
In and Out Clearing	1,172	1,172	-	-	(1,172)	
GRAND TOTAL	\$ 11,145,166	\$ 30,767,542	\$ 36,308,999	\$ 240,002	\$ 5,301,455	85%

* Higher than expected spending in the following line items created the overage for County Board: SHOWBUS, Safe Havens, and Non-Contractual Services.

McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT
Special Revenue Funds
Combined Statement of Revenues, Expenditures, and
Changes in Fund Cash Balances - Actual

For the Nine Months Ended September 30, 2008

	Working Cash	Parks and Recreation Special Activities	Dental Sealant Grant	Women's, Infants, and Children	Preventive Block Grant	Family Case Management	AIDS Counseling and Testing Grant	Persons With Developmental Disabilities
REVENUES								
General property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 583,351
Other	-	3,586	221,858	272,971	98,951	822,123	167,149	-
Total revenues	-	3,586	221,858	272,971	98,951	822,123	167,149	583,351
EXPENDITURES								
Personnel	-	-	55,003	233,031	69,971	561,899	107,641	-
Commodities	-	2,822	26,698	16,105	11,829	29,421	31,754	-
Contractual	-	-	130,938	34,766	30,699	99,964	47,044	457,010
Capital outlay	-	1,269	25,419	11,186	-	-	8,212	-
Other	-	-	-	-	-	-	-	-
Total expenditures	-	4,091	238,058	295,088	112,499	691,284	194,651	457,010
Excess (deficiency) of revenues over expenditures	-	(505)	(16,200)	(22,117)	(13,548)	130,839	(27,502)	126,341
OTHER FINANCING SOURCES (USES)								
Transfers in	-	-	-	-	-	-	-	-
Proceeds from capital lease	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	-	-	-	-
Transfers out	-	-	(1,500)	-	-	(15,000)	-	-
Total other financing sources (uses)	-	-	(1,500)	-	-	(15,000)	-	-
Net change in fund balances	-	(505)	(17,700)	(22,117)	(13,548)	115,839	(27,502)	126,341
FUND BALANCES (DEFICIT)								
Beginning of year	742,423	35,821	186,510	152,344	44,104	463,569	55,500	47,833
End of period	\$ 742,423	\$ 35,316	\$ 168,810	\$ 130,227	\$ 30,556	\$ 579,408	\$ 27,998	\$ 174,174

McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT

Special Revenue Funds
Combined Statement of Revenues, Expenditures, and
Changes in Fund Cash Balances - Actual

For the Nine Months Ended September 30, 2008

	Tuberculosis Care and Treatment	County Health	County Highway	County Bridges	County Matching Tax	County Motor Fuel Tax	Children's Advocacy Center	Social Security	Illinois Municipal Retirement	Co-operative Extension	Historical Museum
REVENUES											
General property taxes	\$ 293,058	\$ 2,756,401	\$ 2,244,932	\$ 1,492,935	\$ 1,111,407	\$ -	\$ 118,882	\$ 1,902,110	\$ 2,322,344	\$ 458,939	\$ 60,823
Miscellaneous	344	923,543	207,409	73,607	-	2,156,150	254,549	-	85,195	-	-
Total revenues	293,402	3,679,944	2,452,341	1,566,542	1,111,407	2,156,150	373,431	1,902,110	2,407,539	458,939	60,823
EXPENDITURES											
Personnel	119,094	1,698,587	721,374	175,518	-	666,041	280,613	1,665,306	1,869,331	-	-
Commodities	7,145	80,004	396,413	(7,202)	-	-	856	-	-	-	-
Contractual	53,901	1,025,667	390,167	141,329	-	1,123,715	50,773	-	-	292,020	38,284
Capital outlay	-	11,170	1,243,243	993,228	1,124,724	1,801,455	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	180,140	2,815,428	2,751,197	1,302,873	1,124,724	3,591,211	332,242	1,665,306	1,869,331	292,020	38,284
Excess (deficiency) of revenues over expenditures	113,262	864,516	(298,856)	263,669	(13,317)	(1,435,061)	41,189	236,804	538,208	166,919	22,539
OTHER FINANCING SOURCES (USES)											
Transfers in	-	20,250	-	162,049	-	5,424	-	-	-	-	-
Proceeds from capital lease	-	-	-	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	-	-	-	-	-	-	-
Transfers out	(3,750)	-	(5,424)	-	-	-	-	-	-	-	-
Total other financing sources (uses)	(3,750)	20,250	(5,424)	162,049	-	5,424	-	-	-	-	-
Net change in fund balances	109,512	884,766	(304,280)	425,718	(13,317)	(1,429,637)	41,189	236,804	538,208	166,919	22,539
FUND BALANCES (DEFICIT)											
Beginning of year	202,350	1,245,164	2,144,410	1,230,116	281,430	1,548,999	19,387	347,987	(422,219)	-	-
End of period	\$ 311,862	\$ 2,129,930	\$ 1,840,130	\$ 1,655,834	\$ 268,113	\$ 119,362	\$ 60,576	\$ 584,791	\$ 115,989	\$ 166,919	\$ 22,539

**McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT**

Special Revenue Funds
Combined Statement of Revenues, Expenditures, and
Changes in Fund Cash Balances - Actual

For the Nine Months Ended September 30, 2008

	Veterans' Assistance Commission	Recorder Document Storage	Circuit Clerk Oper & Admin	Circuit Clerk Automation	Court Security	Court Document Storage	Maintenance and Child Support Collection	Probation Services	Evergreen Lake Lease	Asset Forfeiture Program	D.A.R.E.
REVENUES											
General property taxes	\$ 149,294	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	-	104,132	13,664	138,176	279,737	136,007	62,983	115,394	3,738	37,047	2,141
Total revenues	149,294	104,132	13,664	138,176	279,737	136,007	62,983	115,394	3,738	37,047	2,141
EXPENDITURES											
Personnel	58,127	80,725	-	-	307,861	62,296	30,287	-	9,770	-	-
Commodities	1,460	4,166	-	-	1,966	25,718	1,019	20,913	3,234	3,995	1,007
Contractual	50,074	76,921	-	6,664	2,646	39,129	12,290	44,304	495	4,819	150
Capital outlay	-	47,574	-	24,980	-	41,868	-	34,752	-	16,666	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	109,661	209,386	-	31,644	312,473	169,011	43,596	99,969	13,499	25,480	1,157
Excess (deficiency) of revenues over expenditures	39,633	(105,254)	13,664	106,532	(32,736)	(33,004)	19,387	15,425	(9,761)	11,567	984
OTHER FINANCING SOURCES (USES)											
Transfers in	-	-	-	-	-	-	-	-	-	-	-
Proceeds from capital lease	-	-	-	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-	-	-	-	-	-
Net change in fund balances	39,633	(105,254)	13,664	106,532	(32,736)	(33,004)	19,387	15,425	(9,761)	11,567	984
FUND BALANCES (DEFICIT)											
Beginning of year	90,272	491,464	15,635	137,828	121,164	423,695	359,478	190,924	37,303	5,621	675
End of period	\$ 129,905	\$ 386,210	\$ 29,299	\$ 244,360	\$ 88,428	\$ 390,691	\$ 378,865	\$ 206,349	\$ 27,542	\$ 17,188	\$ 1,659

McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT
Special Revenue Funds
Combined Statement of Revenues, Expenditures, and
Changes in Fund Cash Balances - Actual
For the Nine Months Ended September 30, 2008

	Sheriff Donation	IDPA IV-D Project	Waste Management	Multi- disciplinary Domestic Violence Grant	Public Building Commission Lease	Public Building Commission Rental - Operations and Maintenance	County Clerk Document Storage	Jail Prisoners' Commissary	GIS Fees	Collector Automation
REVENUES										
General property taxes	\$ -	\$ -	\$ -	\$ -	\$ 2,090,109	\$ 2,667,931	\$ -	\$ -	\$ -	\$ -
Miscellaneous	20,000	253,058	114,797	123,795	-	-	19,132	-	128,032	-
Total revenues	20,000	253,058	114,797	123,795	2,090,109	2,667,931	19,132	-	128,032	-
EXPENDITURES										
Personnel	-	208,318	-	104,223	-	-	22,800	-	-	-
Commodities	-	8,711	-	-	-	-	-	-	-	-
Contractual	-	45,350	93,023	53,958	505,405	2,822,994	-	-	-	-
Capital outlay	-	989	-	-	1,608,771	-	-	-	-	1,796
Other	-	-	-	-	-	-	-	-	132,494	-
Total expenditures	-	263,368	93,023	158,181	2,114,176	2,822,994	22,800	-	132,494	1,796
Excess (deficiency) of revenues over expenditures	20,000	(10,310)	21,774	(34,386)	(24,067)	(155,063)	(3,668)	-	(4,462)	(1,796)
OTHER FINANCING SOURCES (USES)										
Transfers in	-	-	-	-	-	-	-	-	-	-
Proceeds from capital lease	-	-	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-	-	-	-	-
Net change in fund balances	20,000	(10,310)	21,774	(34,386)	(24,067)	(155,063)	(3,668)	-	(4,462)	(1,796)
FUND BALANCES (DEFICIT)										
Beginning of year	3,011	73,394	221,618	(2,669)	75,461	(260,890)	42,730	42,120	27,144	41,889
End of period	\$ 23,011	\$ 63,084	\$ 243,392	\$ (37,055)	\$ 51,394	\$ (415,953)	\$ 39,062	\$ 42,120	\$ 22,682	\$ 40,093

McLEAN COUNTY, ILLINOIS
AUDITOR'S QUARTERLY REPORT

Special Revenue Funds
Combined Statement of Revenues, Expenditures, and
Changes in Fund Cash Balances - Actual

For the Nine Months Ended September 30, 2008

	Metro										Total	
	Children's Waiting Room	Fairview Building Fund	Nursing Home Employee Vending	McLean County Centralized Communications Center	Township Motor Fuel Tax	Township Bridge Program	Law Library	Collector Tax Indemnity	Capital Improvement Fund	Nonmajor Governmental Funds		
REVENUES												
General property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,252,516
Miscellaneous	24,545	41,977	-	1,277,619	1,424,003	261,215	62,654	-	-	-	-	9,931,281
Total revenues	24,545	41,977	-	1,277,619	1,424,003	261,215	62,654	-	-	-	-	28,183,797
EXPENDITURES												
Personnel	-	11,059	-	1,370,515	-	-	7,747	-	-	-	-	10,497,137
Commodities	-	1,994	-	8,853	-	-	39,457	-	-	-	-	718,338
Contractual	24,750	30,880	-	407,441	-	-	661	-	-	-	-	8,138,231
Capital outlay	-	-	-	32,756	-	-	-	-	-	-	-	7,030,058
Other	-	-	-	-	2,214,056	247,814	-	-	-	-	-	2,594,364
Total expenditures	24,750	43,933	-	1,819,565	2,214,056	247,814	47,865	-	-	-	-	28,978,128
Excess (deficiency) of revenues over expenditures	(205)	(1,956)	-	(541,946)	(790,053)	13,401	14,789	-	-	-	-	(794,331)
OTHER FINANCING SOURCES (USES)												
Transfers in	-	-	-	437,522	-	-	-	-	-	-	-	625,245
Proceeds from capital lease	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from disposition of capital assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	(162,049)	-	-	-	-	-	(187,723)
Total other financing sources (uses)	-	-	-	437,522	-	(162,049)	-	-	-	-	-	437,522
Net change in fund balances	(205)	(1,956)	-	(104,424)	(790,053)	(148,648)	14,789	-	-	-	-	(356,809)
FUND BALANCES (DEFICIT)												
Beginning of year	46,086	4,944	5,602	306,359	2,459,630	158,547	16,929	263,100	486	-	-	13,725,278
End of period	45,881	2,988	5,602	201,935	1,669,577	9,899	31,718	263,100	486	-	-	13,368,469

Complaint comparison Year to Year

Township	2007			2008			Change
	Complaints Filed	B/R's Filed	2007 Total	Complaints Filed	B/R's Filed	2008 Total	
Allin	4	0	4	0	0	0	0
Anchor	4	2	6	1	0	1	(5)
Arrowsmith	0	1	1	3	1	4	3
Bellflower	5	0	5	0	0	0	0
Bloomington	39	8	47	0	3	3	(44)
Blue Mound	6	3	9	18	0	18	9
Cheney's Grove	5	11	16	0	1	1	(15)
Chenoa	16	21	37	1	1	2	(35)
City	283	126	409	7	25	32	(377)
Cropsey	2	0	2	0	1	1	(1)
Dale	28	8	36	3	1	4	(32)
Danvers	5	5	10	0	0	0	0
Dawson	10	6	16	11	1	12	(4)
Downs	7	0	7	4	0	4	(3)
Dry Grove	1	1	2	0	0	0	0
Empire	19	7	26	1	0	1	(25)
Funk's Grove	1	4	5	0	0	0	0
Gridley	11	4	15	0	0	0	0
Hudson	6	2	8	14	1	15	7
Lawndale	0	0	0	0	0	0	0
Lexington	9	5	14	0	0	0	0
Martin	6	1	7	23	2	25	18
Money Creek	14	3	17	52	2	54	37
Mount Hope	1	2	3	0	0	0	0
Normal	63	168	231	111	3	114	(117)
Old Town	14	9	23	19	9	28	5
Randolph	14	20	34	9	6	15	(19)
Towanda	6	92	98	2	1	3	(95)
West	1	1	2	0	1	1	(1)
White Oak	23	3	26	1	0	1	(25)
Yates	0	1	1	0	0	0	0
Grand Total:	603	514	1117	280	59	339	(778)

Assessment Status Report
TODAY IS: 10/29/2008

Township	Preliminary Submittal	Book to S/A	Printer/Publisher	Newspaper	Date of Publication	Final Filing Date	2007		2008		Complaints Filed	Books Closed
							Factor	Factor	Factor	Factor		
Allin	10/07/08	10/21/08	10/22/08	Pantagraph	10/29/08	12/01/08	1.0442	1.0443	1.0443			
Anchor	09/30/08	10/02/08	10/09/08	Ridgeview Review	10/16/08	11/17/08	1.0585	1.0000	1.0000	1		
Arrowsmith	09/02/08	09/05/08	09/08/08	Pantagraph	09/15/08	10/15/08	1.0071	1.0369	1.0369	4		
Bellflower	09/02/08	09/24/08	09/25/08	LeRoy Journal	10/01/08	10/31/08	1.0000	1.0377	1.0377			
Bloomington	07/18/08	10/10/08	10/14/08	Pantagraph	10/22/08	11/21/08	1.0301	1.0413	1.0413	3		
Blue Mound	06/24/08	08/11/08	08/15/08	Ridgeview Review	08/21/08	09/22/08	1.0000	1.0218	1.0218	18		
Cheney's Grove	09/02/08	10/17/08	10/17/08	Ridgeview Review	10/23/08	11/24/08	1.0480	1.0181	1.0181	1		
Chenoa	09/15/08	09/30/08	10/02/08	Chenoa Town Crier	10/09/08	11/10/08	1.0602	1.0328	1.0328	2		
City	10/03/08	10/10/08	10/14/08	Pantagraph	10/22/08	11/21/08	1.0151	1.0255	1.0255	32		
Cropsey	09/30/08	10/03/08	10/09/08	Ridgeview Review	10/16/08	11/17/08	1.0693	1.0000	1.0000	1		
Dale	08/27/08	10/09/08	10/14/08	Pantagraph	10/22/08	11/21/08	1.0378	1.0402	1.0402	4		
Danvers	10/21/08	10/28/08	10/28/08	Quill	11/06/08	12/08/08	1.0407	1.0159	1.0159			
Dawson	07/22/08	09/03/08	09/08/08	Pantagraph	09/15/08	10/15/08	1.0319	1.0177	1.0177	12		
Downs	05/05/08	09/05/08	09/08/08	Pantagraph	09/15/08	10/15/08	1.0329	1.0273	1.0273	4		
Dry Grove	08/27/08	10/09/08	10/16/08	Quill	10/23/08	11/24/08	1.0000	1.0284	1.0284			
Empire	09/29/08	10/09/08	10/17/08	LeRoy Journal	10/22/08	11/21/08	1.0465	1.0323	1.0323	1		
Funk's Grove	10/03/08	10/21/08	10/22/08	Heyworth Star	10/29/08	12/01/08	1.0000	1.0409	1.0409			
Gridley	10/07/08	10/17/08	10/17/08	Gridley Village Times	10/23/08	11/24/08	1.0158	1.0177	1.0177			
Hudson	08/27/08	09/10/08	09/12/08	Quill	09/18/08	10/20/08	1.0000	1.0000	1.0000	15		
Lawndale	09/30/08	10/02/08	10/09/08	Ridgeview Review	10/16/08	11/17/08	1.0000	1.0000	1.0000			
Lexington				Lexingtonian			1.0118	0.0000	0.0000			
Martin	06/24/08	08/12/08	08/15/08	Ridgeview Review	08/21/08	09/22/08	1.0848	1.0529	1.0529	25		
Money Creek	05/05/08	09/10/08	09/12/08	Lexingtonian	09/18/08	10/20/08	1.0000	1.0554	1.0554	54		
Mount Hope	10/03/08	10/06/08	10/17/08	Heyworth Star	10/22/08	11/21/08	1.0000	1.0237	1.0237	0		
Normal	09/12/08	09/16/08	09/19/08	Normalite	09/25/08	10/27/08	1.0090	1.0300	1.0300	114		
Old Town	05/05/08	08/21/08	08/26/08	Pantagraph	08/31/08	09/30/08	1.0100	1.0195	1.0195	28		
Randolph	05/05/08	08/14/08	08/22/08	Heyworth Star	08/27/08	09/26/08	1.0174	1.0190	1.0190	15		
Towanda	09/15/08	09/30/08	10/03/08	Pantagraph	10/10/08	11/10/08	1.0000	1.0000	1.0000	3		
West	09/02/08	09/24/08	09/25/08	LeRoy Journal	10/01/08	10/31/08	1.0000	1.0000	1.0000	1		
White Oak	08/27/08	10/09/08	10/16/08	Quill	10/23/08	11/24/08	1.0642	1.0317	1.0317	1		
Yates	09/30/08	10/03/08	10/09/08	Chenoa Town Crier	10/16/08	11/17/08	1.0574	1.0000	1.0000			
							Average	1.0256	0.9907	339		
							Median	1.0158	1.0237			



RISK MANAGEMENT OFFICE

TEL: (309) 888-5940 FAX: (309) 888-5949
104 West Front Street P. O. Box 2400

E-MAIL: riskmgt@mclean.gov
Bloomington, IL 61702-2400

Memo To: Benjamin Owens, Finance Committee Chair
Finance Committee Members
Cc: John Zeunik, County Administrator

From: Jennifer Ho, Risk Manager *JSH HO*

Date: October 24, 2008

Subject: Recommendation of Bids for Public Officials Bonds – Election Year 2008

For your consideration, I am presenting the bids for public officials bonds for the elective County offices of 2008.

A Bid Opening was conducted on October 16, 2008 at 3:45pm in Room 404, Government Center, in the presence of the Chris Colaw, Assistant County Auditor, Jennifer Ho, Risk Manager and Jane Moore, Van Gundy Insurance Agency. No other agents or members of the public were present. Pursuant to this undertaking, a legal notice was publicized in the September 22, 2008 legal notice in the Pantagraph on the Bonds Bid Bids were due by 3:30pm, October 16, 2008.

On the basis of the lowest price qualified bids, I am recommending the following bids:

OFFICE	BOND AMOUNT	SURETY	PREMIUMS (4-Yr Prepaid)
County Auditor	\$10,000	State Farm Fire & Casualty	\$ 84.00
County Coroner	\$ 5,000	State Farm Fire & Casualty	\$ 43.00
Circuit Clerk	\$1,000,000	Liberty Mutual Insurance Co.	\$ 3,550.00
County Recorder	\$ 20,000	State Farm Fire & Casualty	\$ 149.00
State's Attorney	\$ 5,000	State Farm Fire & Casualty	\$ 43.00
Total			\$ 3,869.00

The bid for each bond is considered to be an independent and separate bid from other bids submitted by each agent. The most price-competitive bid for each position bond is selected as the winning bid, unless the carrier has imposed marketing conditions to the contrary. There were none noted.

Bids were received from six agencies representing carriers of size XV and A.M. Best rated 'A' or better, the stipulated minimum requirements. Bid results are summarized on the attached Bid Opening Form. All bids are to be kept open for 90 days following the bid opening, i.e. till January 09, 2009. The bonding of each applicant is subject to meeting the surety's underwriting requirements.

¹Not included in consideration were additional bids submitted by the Mid-America Insurance Agency from the Ohio Casualty Insurance Company and the Travellers Insurance Company. These were discovered beneath the

Ohio Casualty Insurance Company and the Travellers Insurance Company. These were discovered beneath the top submittal form after the bid process was closed. Agents were allowed to approach different sureties to obtain the best bids to be submitted for consideration. The bids from the two carriers were as follows:

	Co. Auditor	Co. Coroner	Circ. Clerk	Co. Recorder	State's Attorney
Ohio Casualty:	\$ 325	\$ 325	\$ 5,034	\$ 325	\$ 325
Travellers	\$ 400	\$ 400	\$ 7,020	\$ 400	\$ 400

However, the exclusion of these bids did not change the outcome of this bid process. In the future, agents will be reminded to turn in only their best bids for each bond on one submittal form.

Please contact me if you should have questions on this matter. I will also be available at our regular meeting on November 5, 2008. Thank you.

W/attachment



RISK MANAGEMENT OFFICE

TEL: (309) 888-5940
104 West Front Street

FAX: (309) 888-5949
P. O. Box 2400

E-MAIL: riskmgt@mclean.gov
Bloomington, IL 61702-2400

Memo To: Benjamin Owens, Finance Committee Chair
Finance Committee Members

Cc: John Zeunik, County Administrator
Jackie Dozier, County Auditor
Don Lee, Nursing Home Administrator

From: Jennifer Ho, Risk Manager

Date: October 27, 2008

Subject: **Brokerage Services Provider 2008**

For your consideration, I am seeking your approval to select the Arthur J. Gallagher Risk Management Services Inc. (herein refer to as AJG) as the County's property-casualty insurance broker, under a 3-year contract, for a total cost of \$ 68,000 in fees. That is to say, AJG will not be compensated by commissions for brokerage services.

This consideration is based on an evaluation of proposals submitted by three firms in response to a Request for Proposal for brokerage services that was initiated earlier in August, and was due September 19, 2008. The three firms are AJG, Wells Fargo Insurance Services Inc. of Illinois, and Dimond Brothers Insurance Agency. The RFP was conducted to determine the cost-effectiveness of the County's brokerage services. Proposers were also asked to indicate their capacity to provide loss control services as well. Proposals are summarized in Attachment #1.

County Auditor, Jackie Dozier, and Nursing Home Administrator, Don Lee, assisted with the evaluation of the proposals. In conjunction with the selection process, background references were checked, with references reporting a high degree of satisfaction for services provided by the three firms. All three firms have clients and references based in Central Illinois. In terms of the number of public entity clients, AJG has the most, followed by Dimond Brothers and Wells Fargo Insurance Services, Inc. In terms of market access to carriers, it is my opinion that AJG has a slight edge over the other two firms. It is our consensus that AJG offered the most cost-effective proposal in terms of price for both brokerage and loss control services offered.

The proposed contract has been reviewed with the County's civil attorney, Eric Ruud. Please contact me should you have questions prior to our meeting on November 5, 2008. Thank you.

AGREEMENT FOR INSURANCE FOR INSURANCE BROKERAGE SERVICES

This agreement ("Agreement") is made and entered into on November 18, 2008 ("Effective Date") by and between Arthur J. Gallagher Risk Management Services, Inc. (hereinafter known as "Gallagher") and the County of McLean (hereinafter known as "County".)

This Agreement is made with regard to the following recitals:

- A. The CountyThe COUNTY has determined that Gallagher should continue to be retained as the Broker of Record for insurance brokerage services for the period commencing November 18, 2008 and ending November 18, 2011 for desired brokerage services for its property and casualty insurance coverages, risk management services and loss control services.
- B. Gallagher has been selected by the County as its Agent of Record.
- C. Gallagher will be compensated on a fee-basis as stipulated in Exhibitin Exhibit I: Part XII. Fees, Attachment C: Proposal Submittal Form, attached hereto and incorporated by reference.

Now, therefore, in consideration of this Agreement, and the mutual promises, covenants, and stipulation hereinafter contained, the parties agree as follows:

1. TERM

The term of this Agreement shall be for the period of three (3) years from November 18, 2008 to November 18, 2011, but may be terminated by either party at any time upon thirty (30) days' prior written notice.

2. SERVICES TO BE PROVIDED

Services to be provided by Gallagher in this Agreement include the following:

2.1 Brokerage Services:

- a. Familiarize themselves with the mission and exposures of the County through the review of loss histories, current and past operating budgets, financial statements other pertinent documents and literature and with onsite visits with the facilities.
- b. Work with assigned carrier(s) to design policies that are most advantageous to the County in terms of coverage of exposures, policy form, exclusions, deductibles or self insured retentions, coordinated with other policies, costs and other pertinent factors.
- c. Review the insurance programs in detail with the Risk Manager and make recommendations concerning any additions or deletions that would be advantageous to the County and to suggest a program of coverage's that will offer the best balance of protection and cost for the County.

- d. Identify programs, products and insurers capable of meeting the insurance needs of the County and prepare renewal specifications for markets capable of quoting for upcoming renewals.
- e. Meet with the Risk Manager during course of the policy year at agreed time frames and prior to the initiation of market renewal period to devise marketing strategies and contemplated changes in the risk management program for the renewal year.
- f. When and unless authorized, approach appropriate markets on behalf of the County to obtain pricing with respect to the program adopted by the County. If and when available, a minimum of at least (3) three competitive quotes from reputable insurance carriers will be obtained for each type of risk.
- g. Present, in an understandable format, an evaluation of the results of each solicitation, with a comprehensive financial analysis and recommendations for selection of an insurer for each type of risk.
- h. Negotiate the details of insurance contracts with selected carriers and audit resulting policies for accuracy of coverage, terms and conditions, and compliance with financial arrangements and administrative procedures acceptable to the County.
- i. Provide verification of coverage as needed by lessors, contractors and other third party service providers or vendors.
- j. Assist when needed in filing any claims for losses under policies purchased during the term of the service agreement.
- k. Issue required Auto Insurance cards and Certificates of Insurance as required under the County's contractual obligations or as requested by the County.
- l. Keep current on all exposure changes, amend the policies and request modifications to coverages as necessitated by exposure, market or operational environment changes.
- m. Produce and verify the accuracy of bills, audits, and any other premium adjustments. Advance premiums when necessary to the insurer.
- n. Perform other account maintenance tasks that may not be delineated above.

2.2 Loss Control Services

- a. Meet with the Risk Manager and other County representatives to advise, evaluate and recommend in areas of loss control, safety, and other risk management matters.

- b. Be a resource for the County and consult on issues or topics for loss control, workplace safety, and compliance with OSHA, fire codes and other regulatory ordinances. Consultation may be onsite, by phone or email.
- c. When requested, assist in developing and implementing strategies for loss control, workplace safety, and compliance with OSHA, fire codes and other regulatory ordinances
- d. Provide training on areas of loss control, workplace safety, and compliance with OSHA, fire codes and other regulatory ordinances.

2.3 Other Services

- a. Services described in this section include special services or those not within the scope of routine insurance brokerage services. Examples of additional services may include special study projects, significant changes in an insurance program requiring extensive marketing activities or assistance with risk management projects.
- b. Perform other duties typically expected of an insurance brokerage agency that may not be included within this section.
- c. Be a resource for the County for other risk management issues such as identifying forensic experts, actuaries and property appraisers and assisting the Risk Manager with research and analysis on topical risk management matters.
- d. Gallagher agrees that in each such case to notify the County whether it has the expertise within its staff or whether outside specialists are recommended. The County may then either request Gallagher to develop a list of outside specialists for the County to interview or the County may request Gallagher to do so and make specific recommendations to the County.

3. COMPENSATION

3.1 In consideration of the brokerage services to be provided hereunder, Gallagher will be compensated on a fee basis as provided in Exhibit I: Part XII. Fees, Attachment C: Proposal Submittal Form, attached hereto and incorporated by reference.

3.2 When carriers are not able to write 'net-of-commissions', received commissions will be netted out of the fee structures above. The annual service fees will be payable to Gallagher on a quarterly basis payable on January 1st, April 1st, August 1st, and November 1st, of the each contractual year. Gallagher will provide the amount of the commission to be paid by the insurer prior to the binding of the policy(s), upon request

3.3 In the event that Gallagher should receive from carrierscarrier's incentive commissions, or bonuses, Gallagher will provide information regarding these agreements, prior to binding of the policy(s).

3.4 Gallagher may utilize the services of other intermediaries, such as wholesale brokers, excess and surplus lines brokers, reinsurance intermediaries and underwriting managers, to assist in the marketing of the County's insurance coverages, when in Gallagher's professional judgment those services are necessary. Should circumstances make it necessary to use an intermediary affiliated with Gallagher, the County's prior consent must be obtained. The compensation of such intermediaries is not included in Gallagher's compensation under this Agreement and will be considered as part of paid premiums.

3.5 The County is responsible for payment of premiums for all insurance placed by Gallagher on its behalf. If amount is not paid in full when due, including premium payments to insurance companies, that nonpayment will constitute a material breach of this Agreement that will allow Gallagher to immediately terminate this Agreement, at its option, without notice to the County. In addition, and not in lieu of the right to terminate, Gallagher reserves the right to apply return premiums or any other payment up to \$5,000 received by Gallagher on the County's behalf to any amounts owed by the County to Gallagher unless such return premiums or other payments are disputed by the County.

3.6 Where applicable, insurance coverage placements, which Gallagher makes on Client's behalf, may require the payment of federal excise taxes, surplus lines taxes, stamping or other fees, to the Internal Revenue Service (federal), various state(s) departments of revenue, state regulators, boards or associations. In such cases, the County is responsible for the payment of such taxes and/or fees, which will be identified separately by Gallagher on invoices covering these placements. Under no circumstances will these taxes or other related fees or charges be offset against the amount of Gallagher's brokerage fees or commissions referred to in Exhibit 1: Part XII, Attachment C: Proposal Submittal form, attached hereto and incorporated by reference.

4 TERMINATION

4.1 This Agreement may be terminated by either party upon written notice to the other party, provided such notice specifies an effective date for termination of not less than thirty (30) days from the date of such notice.

4.2 As of the termination date, Gallagher shall have no further obligation to perform any of the brokerage services set forth in this Agreement or to provide any servicing with respect to any of the County's insurance coverages, with the exception of the continued coordination of claims activities for claims reported or filed while this Agreement is in force.

4.3 Gallagher shall also return to the County the originals or file copies, if originals are not available, of all documents and materials supplied by the County upon request by the County.

4.4 Gallagher shall continue to administer and coordinate the claims activity for any reported or filed claims within the coverage periods of insurance policies procured within the duration of this Agreement until such claims are resolved.

5 DISCLOSURE, NON-DISCLOSURE AND NOTICES

5.1 During the term of this Agreement or upon termination of this Agreement, Gallagher hereby agrees for itself and on behalf of its officers, agents, attorneys and all others acting on its behalf or in its employ:

- (i) to hold in strict confidence and not disclose any "confidential information" furnished by or on behalf of the County;
- (ii) not to use any such information for any purpose other than the management of and the placement of the County's insurance coverages;
- (iii) to return any and all such information upon request by the County.
"Confidential information" means all information regarding the County, including information on its operations, assets, and projected future economic performance and prospects, other than information which has already been disclosed to the public, and
- (iv) to disclose to the County on or before June 1st of each year the total amount of bonus or incentive fees received by Gallagher during the prior calendar year on the County's insured coverages.

5.2 All notices to be given pursuant to this Agreement shall be deemed given when mailed by certified mail, return receipt requested, to the following addresses:

If to Arthur J. Gallagher Risk Management Services, Inc.

Mr. Rich Stokluska
Arthur J. Gallagher & Company
Two Pierce Place
Itasca, IL 60143
Tel: 630-285-4012
Fax: 630-285-4062
Email: rich_stokluska@Gallagher.com

If to the County

Jennifer Ho, Risk Manager
McLean County
115 East Washington Street
Bloomington, IL 61702-2400
Tel: 309-888-5940
Fax: 309-888-5949
Email: Jennifer.ho@mcleancountyil.gov

or such other addresses as the parties may, from time to time, specify in writing.

5.3 Gallagher will not be operating in a fiduciary capacity, but only as the County's broker, obtaining a variety of coverage terms and conditions to protect the risks of the County's enterprise. Gallagher will seek to bind those coverages based upon the County's authorization, however, Gallagher can make no warranties in respect to policy limits or coverage considerations of the carrier. Actual coverage is determined by policy language. Gallagher will address questions on these or any other issues of concern.

6. INTEREST OF AGENT

Gallagher warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which could conflict in any manner or degree with the performance of services required to be performed under this Agreement. Gallagher warrants that, in performance of this Agreement, Gallagher shall not employ any person having such interest.

7. INDEPENDENT CONTRACTOR

7.1 All acts of Gallagher, its agents, officers, and employees and all others acting on behalf of Gallagher relating to the performance of this Agreement, shall be performed as independent contractors and not as agents, officers, or employees of the County. Gallagher, by virtue of this Agreement, has no authority to bind or incur any obligation on behalf of the County, save and except to bind insurance coverage for the County in its Gallagher's capacity as an independent contractor. Gallagher has no authority or responsibility to exercise any rights or power vested in the County. No agent, officer, employee of the County is to be considered an employee of Gallagher. It is understood by both Gallagher and the County that this Agreement shall not under any circumstances to be construed or considered to create any employer-employee relationship or joint venture.

7.2 Gallagher shall determine the method, details and means of performing the work and services to be provided by Gallagher under this Agreement. Gallagher shall be responsible to the County only for the requirements and results specified in this Agreement, and, except as expressly provided in this Agreement, shall not be subjected to the County's control with respect to the physical action or activities of Gallagher in fulfillment of this Agreement. Gallagher has control over the manner and means of performing the services under this Agreement. Gallagher is permitted to provide service to others during the period service is provided to the County under this Agreement.

7.3 The County shall reserve the right to inspect Gallagher's work and service during the performance of this contract to ensure that this contract is performed according to its terms.

8. HOLD- HARMLESS AND INDEMNIFICATION PROVISION

8.1 Gallagher agrees to indemnify and hold the County harmless from any loss, cost, damage, or expense (including reasonable attorney's fees) arising from the negligent acts or omissions of the County, including any financial obligations to pay premiums to any insurance company.

8.2 The County agrees to indemnify and hold Gallagher harmless from any loss, cost, damage, or expense (including reasonable attorney's fees) arising from the negligent acts or omissions of the County, including any financial obligations to pay premiums to any insurance company

9. INSURANCE REQUIREMENTS

9.1 Gallagher shall provide at its own expense and maintain at all times the following insurance with insurance companies licensed in the State of Illinois and shall provide evidence

of such insurance to the County as may be required. The policies or certificates thereof shall provide that, thirty (30) days prior to cancellation or material change in the policy, notices of same shall be given to the Risk Manager of the County by registered mail, return receipt requested, for all of the following stated insurance policies.

9.1.1 **Worker's Compensation** – in compliance with the statutes of the State of Illinois, plus employer's liability with a minimum limit of liability of \$500,000.

9.1.2 **General Liability** insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage or \$1,000,000 combined single limit. This insurance shall indicate on the certificate of insurance the following coverages and indicate the policy aggregate limit applying to: premises and operations; broad form contractual; independent contractors and subcontractors; products and completed operations; and/or professional liability.

9.1.3 **Automobile Liability** insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage or \$1,000,000 combined single limit. This insurance shall cover any automobile for bodily injury and property damage.

9.1.4 **Professional Errors and Omissions** insurance with a minimum limit of \$1,000,000 per occurrence.

Upon failure of the Gallagher to furnish, deliver or maintain such insurance and certificates as above provided, this Agreement, at the election of the County, may be forthwith declared, suspended, or terminated. Failure of Gallagher to obtain and/or maintain any required insurance shall not relieve Gallagher from any liability under this Agreement, nor shall the insurance requirements be construed to conflict with or otherwise limit the obligations of Gallagher concerning indemnification.

10. GENERAL PROVISIONS

10.1 Neither this Agreement nor any rights thereunder shall be assigned by either party, including any assignment by operation of law, without the prior written consent of the other party first having been obtained.

10.2 No waiver, amendment or modification of any covenant, condition, limitation or provision herein contained shall be valid unless in writing and duly executed by both parties.

10.3 It is agreed that if any provision of this Agreement shall be determined to be void by any court of competent jurisdiction, then such determination shall not affect any other provisions of this Agreement, all of which provisions shall remain in full force and effect; it is the intention of the parties hereto that if any provision of this Agreement is capable of two (2) constructions, one of which would render the provision valid, then the provision shall have the meaning which renders the provision valid.

10.4 This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois. All relevant provisions of the laws of the State of Illinois applicable hereto and required to be reflected or set forth herein are incorporated herein by reference.

10.5 This Agreement shall inure to the benefit of and be binding upon the respective successors and assigns, if any, of the parties hereto, except that nothing contained in this paragraph shall be construed to permit any attempted assignment which would be in violation of any other provision of this Agreement.

10.6 This Agreement constitutes the entire agreement between the parties and supercedes all proposals, prior discussions and representations, oral or written, between the parties relating to this Agreement or any services to be provided to the County. No representation or statement expressly contained in this Agreement shall be relied upon or be binding upon the parties.

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

ATTEST:

McLean County

By: _____

Name: _____

Title: _____

ATTEST:

Arthur J. Gallagher Risk Management Services, Inc.

By: _____

Name: _____

Title: _____

Attachment 1: Summary of RFP: Brokerage Services Proposals

FIRM	Arthur J. Gallagher Risk Mgmt Services Inc.				Wells Fargo Insurance Services Of Illinois				Dimond Bros. Insurance Agency			
	1st Year	2nd Year	3rd year	Total	1st Year	2nd Year	3rd year	Total	1st Year	2nd Year	3rd year	Total
Brokerage Services	\$ 18,000	\$ 18,000	\$ 20,000	\$ 56,000	\$ 29,000	\$ 30,000	\$ 31,000	\$ 90,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 99,000
Loss Control Services:	\$ 4,000	\$ 4,000	\$ 4,000	\$ 12,000	Time Negotiable	Time Negotiable	Time Negotiable		Through Carrier	Through Carrier	Through Carrier	
Consultations Training	4Year	4Year	4Year									
Loss Control Visits												
Other Services												
Total	\$ 22,000	\$ 22,000	\$ 24,000	\$ 68,000	\$ 29,000	\$ 30,000	\$ 31,000	\$ 90,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 99,000

EXHIBIT 1:

XII. FEES:

Provide fees that you will charge for the following services as stipulated in Section II, Part (A):
Services to be provided by Broker of Record:

	1st Year	2nd Year	3rd Year	Total:
1 Brokerage Services:	18,000	18,000	20,000	\$56,000
2 Loss Control Services:	4,000	4,000	4,000	\$12,000
Consultations				
Training				
Loss Control Visits	4 per year	4 per year	4 per year	12
Other				
3 Other Services:				
Total:	\$22,000	\$22,000	\$24,000	\$68,000

- Notes: 1). Fees for services may be on a flat-rate basis on an annual basis or for a stipulated number of hours. For instance, \$ 5,000 per annual or additional of \$100 per hour above 100 hours of training included in flat-rate fees;
- 2). You may attach your own fee schedule for remuneration of specified services.

IX. SERVICE AGREEMENT.

Will you execute a service agreement? Yes No. If 'Yes', please enclose a sample agreement.

X. STEWARDSHIP REPORT

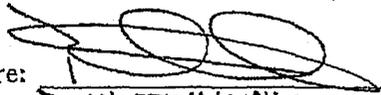
An annual stewardship report will be required in the form of audited financial statements and contingency commissions received by the Broker.

XII. DEVIATIONS FROM SPECIFICATIONS

Please provide deviations in your proposals below. Attach additional pages if needed.

Carrier loss ratio is not provided by the carrier on a broker agent basis.
In some cases commercial volume was estimated.

Required Signature: I, the undersigned, hereby certify that I am authorized to sign and bind my company to the terms and conditions as stipulated within the specifications of this RFP and on this proposal submittal form. I further attest that the terms and conditions of my proposal will be open and valid for 90 days following the close of the proposal request period on September 19, 2008.

Signature: 

Name: RICH STOKLOSA

Date: 9/18/08

Title: AREA SERVICE PRESIDENT

7

RFP: Brokerage Services, McLean County, IL, Due: 9/19/2008



RISK MANAGEMENT OFFICE

TEL: (309) 888-5940
104 West Front Street

FAX: (309) 888-5949
P. O. Box 2400

E-MAIL: riskmgi@mclean.gov
Bloomington, IL 61702-2400

Memo To: Ben Owens, Chairman, Finance Committee
Members, Finance Committee

From: Jennifer Ho, Risk Manager

Date: October 28, 2008

Subject: Third Quarter Risk Management Fund Report FY 2008

The claims experience for the third quarter of 2008 is enclosed for your review. The cumulative claims experience is as shown in Table 1 attached while the 'new claims' experience is shown in Table 2.

The total number of claims reported for the third quarter in 2008 shows a decline over the 5-year period, realized by a decline in the number of workers compensation claims. The decline in the number of workers compensation claims is significant for the following departments: Sheriff Department, Nursing Home and Highway departments. These departments are experiencing their lowest or close to lowest number of workplace injuries in their loss history. The reduced claims count will assist with reducing the overall incurred expenses for the County when all claims are settled. Currently, average claims cost remain higher than usual.

Should you have questions prior to our meeting, please do contact me. Thank you.

McLEAN COUNTY RISK MANAGEMENT FUND
AS OF September 30, 2008

Table I: Cumulative Claims Summary

CLAIMS TYPE	ALL	OPN	PD LOSSES	RESERVES	RECOVRS	INCRD LOSSES
A. AUTO PHYSICAL DAMAGE						
PY 2003	11	0	33,596	-	700	32,896
PY 2004	13	0	31,720	-	3,490	28,230
PY 2005	15	0	43,370	-	9,653	33,717
PY 2006	6	0	6,828	-	582	6,246
PY 2007	4	0	5,390	-	-	5,390
PY 2008	6	1	20,775	-	2,816	17,959
B. AUTO LIABILITY						
PY 2003	5	0	22,476	-	-	22,476
PY 2004	2	0	15,415	-	200	15,215
PY 2005	3	0	10,064	-	-	10,064
PY 2006	1	0	9,084	-	-	9,084
PY 2007	2	0	4,183	-	-	4,183
PY 2008	3	0	9,194	-	-	9,194
C. GENERAL LIABILITY						
PY 2003	15	0	47,457	-	-	47,457
PY 2004	9	1	91,742	5,223	-	96,965
PY 2005	11	0	26,840	-	-	26,840
PY 2006	19	2	24,621	15,523	-	40,144
PY 2007	10	0	5,237	26,763	-	32,000
PY 2008	6	4	10,554.4	37,647	0	48,201
D. WORKERS COMPENSATION						
PY 1992-99*	704	4	4,880,358	44,335	2,003,999	2,920,694
PY 2000	64	1	290,007	44,384	-	334,391
PY 2001	71	1	314,380	1	8,500	305,881
PY 2002	76	1	360,134	148,134	-	508,883
PY 2003	65	3	230,332	246,687	659	476,360
PY 2004	68	4	370,587	42,421	1,216	411,792
PY 2005	65	2	338,303	76,457	358	414,402
PY 2006	71	11	589,001	443,111	1,282	1,030,830
PY 2007	57	11	149,662	102,864	50	252,476
PY 2008	29	14	83,649	78,598	-	106,575

* Includes catastrophic incident of 2/16/93 and fatality of 8/15/97

TABLE 2: Historical 3rd Quarter Claims Experience: 2004- 2008

COVERAGES:	FY 2004		PY 2005		FY 2006		PY 2007		FY 2008	
	#	INCRD \$	#	INCRD \$	#	INCRD \$	#	INCRD	#	INCRD \$
Auto Physical Damage	6	14,418	12	15,862	5	6,247	4	4,993	6	17,959
Auto Liability	1	8,300	3	3,618	1	15,692	1	1,790	3	9,194
General Liability	3	7,898	9	1,989	13	21,960	9	11,353	6	48,202
Worker's Compensation	51	48,335	49	141,826	52	502,896	42	116,363	29	106,575
TOTAL:	61	78,951	73	163,295	71	546,785	56	134,499	44	181,930



OFFICE OF THE ADMINISTRATOR

(309) 888-5110 FAX (309) 888-5111

115 E. Washington, Room 401 P.O. Box 2400 Bloomington, Illinois 61702-2400

Memorandum

To: Chairman and Members, Finance Committee
From: Terry Lindberg, Assistant County Administrator 
Date: 10/30/2008
Re: Proposed Position Reclassifications in FY 2009 Budget

The FY 2009 General Fund Budget includes recommendations to reclassify two (2) positions. Both reclassifications reflect additional duties and responsibilities added to existing positions; these were evaluated using the Position Appraisal Method (PAM) adopted by McLean County in 2000 as a result of a comprehensive consulting study by Public Administration Service, Inc. We recommend an upgrade in the existing position classification entitled Public Defender Defense Investigator – 1127 from Pay Grade 8 to Pay Grade 9. This position now requires that the incumbent work toward certification as a Private Investigator. It also has year-round responsibility for directing the work of advanced criminal justice graduate students as they conduct witness interviews and other defense preparation tasks.

We recommend an existing Office Support Specialist position (Pay Grade 6) be eliminated and replaced with a new job classification entitled Computer Crime Technician/Evidence Custodian, established at Pay Grade 7. The incumbent in this position will be trained to support detectives who investigate technology crimes. Special computer equipment with tracking and file preservation software has been acquired to support this position. In addition, an improved system for securing and tracking criminal evidence is being implemented. Responsibility for managing evidence will be transferred from the detective staff to this position, freeing up more time on the part of the sworn officers to do detective work.

We recommend a total of four (4) reclassifications in the Special Revenue Funds. Within the County Highway Department, Fund 0120, it is necessary to upgrade the Fleet Manager – 7303 from a Pay Grade 9 position to Pay Grade 10, and the Heavy Equipment Mechanic position – 7305 from Pay Grade 7 to Pay Grade 8. These adjustments are based on a review of peer group and market conditions.

Within the Metro McLean County Combined Communications department, fund 0452, we recommend upgrading the Emergency Communications Supervisor – 3104 from Pay Grade 9 to Pay Grade 10, and consolidating the two MetCom Assistant Director titles into a common title at Pay Grade 11. The Assistant Director—Technical Services has been a Grade 11 position and the Assistant Director—Operations was a Grade 10 job. Our recommendation will place both of them at Grade 11. Both of these upgrades are due to salary compression caused by the current collective bargaining contract that covers the Telecommunicators. Simply put, no one will accept a promotion from the dispatcher level to the first-line supervisor level if it entails a reduction in pay.

In summary, we recommend six (6) reclassifications from among twelve (12) requests. The FY 2009 budget impact is shown on the attached table. Funds are included in the recommended departmental budgets. Details showing the changed PAMs scores and a complete Proposed FY 2009 Position Classification and Pay Range listing are attached for your information.

FY 2009 Reclassifications

Fund	Dept.	Program	RC	Position Title	FTE	Grade	Class #	Step	Rate	Hours	Annual
0001	0021	0023	New	Public Defender Defense Inv.	1.00	9	1127	51	\$ 22,4180	1950	\$ 43,715
			Old	Public Defender Defense Inv.	1.00	8	1127	60	\$ 21,3149	1950	\$ 41,564
								Difference	\$ 1,1031	0	\$ 2,151
0001	0029	0028	New	Crime Technician/Evidence Custodian	1.00	7	-	50	\$ 19,3229	1950	\$ 37,680
			Old	OSS II	1.00	6	0012	62	\$ 18,3822	1950	\$ 35,845
								Difference	\$ 0,9407	0	\$ 1,834
0120	0055	56	New	Fleet Manager	1.00	10	7307	66	\$ 27,3261	2080	\$ 56,838
			Old	Fleet Manager	1.00	9	7307	91	\$ 26,0066	2080	\$ 54,094
								Difference	\$ 1,3195	0	\$ 2,745
0120	0055	56	New	Heavy Equip. Mechanic	1.00	8	7305	59	\$ 21,5211	2080	\$ 44,764
			Old	Heavy Equip. Mechanic	1.00	7	7305	60	\$ 20,4877	2080	\$ 42,614
								Difference	\$ 1,0334	0	\$ 2,149
0452	0030	0090	New	Emergency Comm Supervisor	1.00	10	3105	59	\$ 26,6044	2080	\$ 55,337
			Old	Emergency Comm Supervisor	1.00	9	3104	78	\$ 25,3111	2080	\$ 52,647
			New	Emergency Comm Supervisor	1.00	10	3105	1	\$ 20,6228	2080	\$ 42,895
			Old	Emergency Comm Supervisor	1.00	9	3104	16	\$ 19,6433	2080	\$ 40,858
								Difference	\$ 2,2728	0	\$ 4,727
0452	0030	0090	New	Asst. Director	1.00	11	3109	13	\$ 31,7411	2080	\$ 66,021
			Old	Asst. Director MMCCC Ops.	1.00	10	3105	84	\$ 30,2169	2080	\$ 62,851
								Difference	\$ 1,5242	0	\$ 3,170

Dept	0021	Public Defender					
Current Position	Defense Investigator						
Current Grade	8						
New Position	Defense Investigator						
Requested Grade	10						
	Knowledge Ability	Supervision Responsibility	Scope Effect	Problem Solving	Authority	Public Contact	Physical Conditions
Weight	20	15	20	20	5	15	5
Level	I	II	III	IV	V	VI	VII
Current Rate	4	4	3	5	2	3	2
Cur. Weight	80	60	60	100	10	45	10
Requested Rate	6	5	3	5	2	3	2
Req. Weight	120	75	60	100	10	45	10
Proposed Rate	4	4	4	5	2	3	2
Pro. Weight	80	60	80	100	10	45	10
						Proposed Grade	9

Knowledge Extensive Knowledge of EJUST, 5-7 of experience, advanced training in Criminal Defense Investigation procedures and techniques

Supervision Directs the work of advanced Criminal Justice assistants assisting with witness interviews on a year-around basis

Scope

Problem

Authority

Contact

Physical

Dept 0029 Sheriff's Office
 Current Position Office Support Specialist II
 Current Grade 6
 New Position Investigative Computer Crime / Evidence Custodian
 Requested Grade 7

	Knowledge Ability	Supervision Responsibility	Scope Effect	Problem Solving	Authority	Public Contact	Physical Conditions
Weight level	I	II	III	IV	V	VI	VI
Current Rate	3	3	3	3	2	2	2
Cur. Weight	60	45	60	60	10	30	10
Requested Rate	-	-	-	-	-	-	-
Requested Weight	-	-	-	-	-	-	0
Proposed Rate	4	3	4	3	3	2	2
Pro. Weight	80	45	80	60	15	30	10
						Proposed Grade	7

Knowledge Needs to undergo computer forensics training and adhere to policies and guidelines. A score of 4 is justified by requiring a Bachelor's Degree or many years of experience.

Supervision There is no one under the position

Scope Needs to know policies and provide record keeping to various forensic issues

Problem The custodian will handle evidence in their own manners that fall under compliance

Authority Works with other agencies within the organization

Contact

Physical

Dept	0055	Highway
Current Position	Fleet Manager	
Current Grade	9	
New Position	Fleet Manager	
Requested Grade	10	

	Knowledge Ability	Supervision Responsibility	Scope Effect	Problem Solving	Authority	Public Contact	Physical Conditions
Weight	20	15	20	20	5	15	5
Level	I	II	III	IV	V	VI	VII
Current Rate	4	4	3	5	3	3	4
Cur. Weight	80	60	60	100	15	45	20
Requested Rate	4	4	4	5	4	3	5
Req. Weight	80	60	80	100	20	45	25
Proposed Rate	4	4	4	5	4	3	5
Pro. Weight	80	60	80	100	20	45	25
						Proposed Grade	10

Knowledge	
Supervision	
Scope	The fleet manager works with a deadline and determines what repairs need to be made and orders the parts with little or no oversight. The fleet manager also keeps the management team advised as to how the work is progressing.
Problem	
Authority	The fleet manager has the authority to take immediate action to make sure compliance is met.
Contact	
Physical	The description matches a score of 4 perfectly. It does not raise to a 5, because it doesn't involve life-threatening conditions.

Dept 0055 Highway
 Current Position Heavy Equipment Mechanic
 Current Grade 7
 New Position Heavy Equipment Mechanic
 Requested Grade 8

Weight Level	Knowledge Ability		Supervision Responsibility		Scope Effect		Problem Solving		Authority		Public Contact		Physical Conditions	
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV
Current Rate	3	3	3	4	3	3	4	4	3	3	2	2	4	4
Cur. Weight	60	45	60	80	60	60	80	80	15	15	30	30	20	310
Requested Rate	3	3	4	4	4	4	4	4	4	4	2	2	5	5
Req. Weight	60	45	80	80	80	80	80	80	20	20	30	30	25	340
Proposed Rate	3	3	4	4	4	4	4	4	4	4	2	2	4	4
Pro. Weight	60	45	80	80	80	80	80	80	20	20	30	30	20	335
														8

Knowledge

Supervision

Scope

Is responsible for own work with a deadline in a technical field. The heavy equipment mechanic also determines problems and fixes them, while keeping the fleet manager how the work is progressing.

Problem

Authority

Contact

Physical

Has the authority to take immediate action to make sure compliances are met.

The description matches a score of 4 perfectly. It does not raise to a 5, because it doesn't involve life-threatening conditions.

Dept 0030 MetCom
 Current Position Emergency Comm Supervisor
 Current Grade 9
 New Position Emergency Comm Supervisor
 Requested Grade 10

Weight Level	Knowledge Ability		Supervision Responsibility		Scope Effect		Problem Solving		Authority		Public Contact		Physical Conditions	
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV
Current Rate	3	5	4	20	5	4	20	5	4	5	3	5	2	
Cur. Weight	60	75	80	100	20	80	100	20	45	20	45	10	390	
Requested Rate	4	5	4	5	4	4	5	4	3	4	3	2		
Req. Weight	80	75	80	100	20	80	100	20	45	20	45	10	410	
Proposed Rate	4	5	4	5	4	4	5	4	3	4	3	2		
Pro. Weight	80	75	80	100	20	80	100	20	45	20	45	10	410	
									Proposed Grade				10	

Further requirements were put in job description to justify higher knowledge & ability.

- Knowledge
- Supervision
- Scope
- Problem
- Authority
- Contact
- Physical

Position Classifications and Pay Ranges for Fiscal Year 2009

<u>Pay Grade</u>	<u>Minimum</u>	<u>Maximum</u>	<u>B/W Hrs.</u>	<u>Title</u>	<u>Class Code</u>
M	\$5.2303	\$10.7703	75	Assistant Clerical Assistant Intern	0004 0010 0399
1	\$10.0550	\$14.5801			
2	\$10.8090	\$15.6713	80	Receptionist Lobby Security Screener Automotive Servicer Volunteer Services Coordinator	0003 3301 7301 8311
3	\$11.6194	\$16.8473	80	Custodian CNA Coordinator	7131 8004
4	\$12.4913	\$18.1176	75	Commissary Clerk Office Support Specialist I Deputy County Clerk Assistant Clerk-Jury Commission	0005 0011 0023 1202
			80	Mail Processing Clerk Emergency Communications Addressing Technician Building Maintenance Worker Building Maintenance Worker-Nursing Home Park Maintenance Worker I	0007 3107 7142 7152 7210
5	\$13.4281	\$19.4755	75	Accounting Specialist I Computer Operator Vision and Hearing Technician Dental Hygienist	0101 0201 8101 8103
			80	Lead Custodian Building Maintenance Mechanic I Building Maintenance Mechanic -Nursing Home Park Maintenance Mechanic I Assistant Food Services Supervisor	7133 7143 7153 7221 9015
6	\$14.4352	\$20.9367	75	Office Support Specialist II Safety Coordinator Computer Operator II Legal Assistant I Victims Witness Specialist Circuit Court Secretary Animal Control Warden Assistant Field Inspector Senior Field Inspector	0012 0046 0202 1101 1135 1205 2001 5001 5002
			80	Parks Maintenance Worker II Fleet Mechanic Activity Director	7211 7303 8305

* = Exempt Position
All positions beyond
Grade 10 are exempt

Position Classifications and Pay Ranges for Fiscal Year 2009

Pay Grade	Minimum	Maximum	B/W Hrs.	Title	Class Code				
7	\$15,5180	\$22,5068	75	Supervising Office Support Specialist	0013				
				Administrative Support Supervisor I	0015				
				Administrative Specialist	0017				
				Accounting Specialist II	0102				
				Legal Assistant II	1102				
				Jury Coordinator	1207				
				Animal Control Manager	2005				
				Crime Technician/Evidence Custodian	XXXX				
				Deputy Coroner	2103				
				Assessor	5011				
				Senior Field Inspector-Building and Zoning	6001				
				Zoning Enforcement Officer	6003				
				80				Engineering Technician I	6102
								Custodial Supervisor	7132
								Building Maintenance Mechanic II	7144
								Park Maintenance Supervisor	7222
								Heavy Equipment Mechanic	7305
								Licensed Practical Nurse-Nursing Home	8005
								Licensed Practical Nurse	8006
8	\$16,6818	\$24,1911	75	Administrative Support Supervisor II	0016				
				County Administrator's Assistant	0019				
				Program Administrator, County Clerk	0025				
				Chief Deputy Recorder*	0031				
				Human Resources Assistant	0041				
				Defense Investigator	4427				
				Victim Witness Program Coordinator*	1136				
				Circuit Clerk-Division Supervisor I	1215				
				CASA Coordinator*	2305				
				Veterans Assistance Officer*	2403				
				Assistant Director-EMA	3203				
	\$34,698	\$50,318	\$50,317	80	Inmate Program Supervisor	4109			
					GIS Technician	5005			
					Senior Assessor	5012			
					Heavy Equipment Mechanic	7305			
					WIC Nutritionist*	8041			
					Health Promotion Specialist*	8115			
					Case Manager*	8123			
					Engineering Technician II	6104			
					Domestic Services Director	7125			
					Assistant to the Nursing Home Administrator	8131			
9	\$17,9323	\$26,0066	75	Senior Accounting Specialist	0103				
				Network Support Specialist	0211				
				Defense Investigator	1127				
				Circuit Clerk-Division Supervisor II	1216				
				Probation Officer I	1301				
				Emergency Communications Supervisor	3104				
				Inmate Assessment Specialist I*	4108				
				Clinic Nurse*	8011				
				Registered Nurse*	8013				
				Registered Nurse-Nursing Home	8014				
				Public Health Nurse*	8015				
School Health Nurse Consultant*	8017								

Position Classifications and Pay Ranges for Fiscal Year 2009

<u>Pay Grade</u>	<u>Minimum</u>	<u>Maximum</u>	<u>B/W Hrs.</u>	<u>Title</u>	<u>Class Code</u>				
9(cont.)	\$17.9324	\$26.0066	75	Communicable Disease Investigator*	8105				
				Public Health Communications Specialist*	8113				
				Quality Assurance Specialist*	8127				
	\$37,299	\$54,093	80	Staff Sanitarian	8403				
				Animal Control Director	2007				
				Emergency Communications Supervisor*	3104				
				Juvenile Detention Officer	4001				
				Juvenile Detention Program Coordinator	4002				
				Detention Training/Accreditation Specialist*	4011				
				Highway Labor Manager	7014				
				Operations Officer, Parks and Recreation	7216				
				Fleet Manager	7307				
				Assistant Director of Nursing-LPN	8031				
				Social Services Director	8325				
				Food Services Supervisor	9017				
10	\$20.6228	\$29.9043	75	Staff Accountant*	0105				
				Internal Auditor*	0106				
				Computer Services Coordinator*	0213				
	\$40,215	\$58,313	75	Assistant States Attorney I*	1105				
				Assistant Public Defender I*	1112				
				Probation Officer II	1302				
				Chief Deputy Coroner*	2104				
				Emergency Communications Supervisor*	3104				
				Inmate Assessment Specialist II*	4110				
				Assistant Chief County Assessment Officer	5015				
				Planner-Building and Zoning*	6011				
				Fleet Manager	7307				
				Clinic Supervisor*	8025				
				WIC Nutritionist/Program Coordinator*	8043				
				Communicable Disease Program Coordinator*	8107				
				Health Promotion Program Manager*	8117				
				DCFS Lead Agency Coordinator*	8121				
				Forensic Interviewer*	8124				
				Case Management Supervisor*	8125				
				Birth to Three Assurance Coordinator*	8141				
				Bio-Terrorism/Public Health Planner*	8128				
				\$42,895	\$62,201	80	Senior Staff Sanitarian*	8405	
							Assistant Director-MMCCC Operations*	3105	
							Facilities Maintenance Foreman	7145	
							Juvenile Detention Shift Supervisor	4003	
							Project Manager	6101	
							Highway Maintenance Coordinator I	7015	
							Assistant Director of Nursing-RN	8030	
				11	\$48,257	\$69,984	75	Chief Deputy County Clerk*	0027
								Programmer	0205
GIS Specialist	0208								
Network Security Specialist	0214								
Assistant States Attorney II	1106								
Assistant Public Defender II	1113								
Chief Deputy-Circuit Clerk	1217								
Deputy Director-Court Services	1305								
Assistant Director-MMCCC Technical Services	3109								
Assistant Superintendent-JDC	4005								
Jail Operations Supervisor	4105								
Civil Engineer I	6105								
Highway Maintenance Coordinator II	7016								

Position Classifications and Pay Ranges for Fiscal Year 2009

<u>Pay Grade</u>	<u>Minimum</u>	<u>Maximum</u>	<u>B/W Hrs.</u>	<u>Title</u>	<u>Class Code</u>
11 (cont.)	\$48,257	\$69,984		Facilities Maintenance Supervisor	7147
				Detention Health Supervisor	8129
12	\$53,084	\$76,970		Risk Manager	0047
				Assistant County Treasurer	0111
				Systems/Database Coordinator	0209
				Network Program Manager	0215
				Director-Children's Advocacy Center	0327
				Director-EMA	0329
				Assistant States Attorney III	1107
				Assistant Public Defender III	1114
				Civil Engineer II	6106
				Highway Operations Officer	6107
				Community Health Services Supervisor	8021
				Maternal-Child Health Services Supervisor	8023
				Communicable Disease/Health Program Supervisor	8109
				Environmental Health Program Supervisor	8406
13	\$58,390	\$87,595		Chief Systems/Database Coordinator	0210
				Assistant Director, Information Services	0217
				Director-Building and Zoning	0325
				Director-Parks and Recreation	0331
				Emergency Communications Director	0335
				Supervisor of Assessments	0345
				Assistant States Attorney IV	1108
				Assistant Public Defender IV	1115
				Command Lieutenant	3006
				Superintendent of JDC	4007
				Jail Superintendent	4107
				Facilities Maintenance Director	7148
				Assistant Administrator-Health Department	8133
				Environmental Health Director	8407
14	\$62,771	\$94,160		Assistant County Engineer	6109
				Director of Nursing Services	8029
				Director Personal Health Services	8135
15	\$67,478	\$101,219		Director-Information Services	0333
				Assistant Public Defender V	1116
16	\$70,852	\$106,279		Court Services Director	0323
				Assistant States Attorney V	1109
				Chief Deputy Sheriff	3009
17	\$74,396	\$111,591		County Engineer	0315
				Nursing Home Administrator	0339
				Public Defender	0341
18	\$76,255	\$114,382			
19	\$78,161	\$117,253		Assistant County Administrator	0301
				Health Department Administrator	0337
20	\$82,070	\$123,103			
21	\$94,379	\$141,570		County Administrator	0305

**RESOLUTION
TO ESTABLISH RATES FOR HEALTH AND LIFE INSURANCE COVERAGES
FOR FY 2009**

WHEREAS, the County of McLean provides group health insurance and offers the Health Alliance Health Alliance Preferred Provider Option (PPO) for employees, and;

WHEREAS, the County of McLean provides group life insurance and offers the Lincoln National Group Life Policy for employees, and;

WHEREAS, it is necessary to establish rates for employees and others who participate, in accordance with County policy, in such health and life coverages, now, therefore;

BE IT RESOLVED, by the County Board of McLean County, Illinois, now in regular session:

1. That the monthly rates which employees must provide, for employees on whose behalf the County contributes toward the cost of such coverages and provides 100% of the life insurance cost for the first \$10,000 of coverage, shall be as follows:

PLAN	EMPLOYEE ONLY	EMPLOYEE +CHILDREN	EMPLOYEE +SPOUSE	FAMILY
Health Alliance PPO	\$66.00	\$299.50	\$325.20	\$414.70
Health Alliance PPO	\$72.50	\$317.50	\$344.50	\$439.50

2. That the monthly rates which employees must provide when required to provide the full cost of health and non-contributory life insurance, such as those on a leave but not disabled, shall be as follows:

PLAN	EMPLOYEE ONLY	EMPLOYEE +CHILDREN	EMPLOYEE +SPOUSE	FAMILY
Health Alliance PPO	\$401.60	\$763.60	\$761.60	\$987.60
Health Alliance PPO	\$411.60	\$788.60	\$786.60	\$1,021.60

3. That the monthly rates which employees must provide when required to provide the full cost of health insurance but nothing for life insurance, such as those who are disabled and have the life insurance premium waived or retired who have no life insurance shall be as follows:

PLAN	EMPLOYEE ONLY	EMPLOYEE +CHILDREN	EMPLOYEE +SPOUSE	FAMILY
Health Alliance PPO	\$400.00	\$762.00	\$760.00	\$986.00
Health Alliance PPO	\$410.00	\$787.00	\$785.00	\$1,020.00

4. That the monthly rates which former employees must provide when required to provide the full cost of health insurance but nothing for life insurance, such as those covered by the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA) shall be as follows:

PLAN	EMPLOYEE ONLY	EMPLOYEE +CHILDREN	EMPLOYEE +SPOUSE	FAMILY
Health Alliance PPO	\$408.00	\$777.24	\$775.20	\$1,005.72
Health Alliance PPO	\$418.20	\$802.74	\$800.70	\$1,040.40

5. That the monthly rates which former employees must provide when required to provide the full cost of health insurance but who are disabled and covered by the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA) and, thereby, able to extend their coverage from 18 months to 29 months, for months 19 through 29 shall be as follows:

PLAN	EMPLOYEE ONLY	EMPLOYEE +CHILDREN	EMPLOYEE +SPOUSE	FAMILY
Health Alliance PPO	\$600.00	\$1,143.00	\$1,140.00	\$1,479.00
Health Alliance PPO	\$615.00	\$1,180.50	\$1,177.50	\$1,530.00

6. That the County Administrator is authorized to sign the contracts and agreements necessary to effectuate this Resolution.

7. That this Resolution shall be effective immediately, with the above health insurance rates effective for coverages on and after January 1, 2009.

Adopted by the County Board of McLean County this 18th day of November, 2008.

ATTEST:

APPROVED:

Peggy Ann Milton, Clerk of
the McLean County Board

Matt Sorensen,
Chairman, McLean County Board

McLEAN COUNTY

Fiscal Year 2009 Recommended Budget

CATEGORY	Fund:	Cooperative Extension 0133	Department:	Cooperative Extension 0088	AMOUNT OF INCREASE	% INCREASE OVER FY 2008	
	FY 2007 BUDGET	FY 2008 BUDGET	RECOMMENDED FY 2009 BUDGET				
Revenue	\$	470,250	\$	486,700	\$	51,300	10.54%
Salaries	\$	-	\$	-	\$	-	
Fringe Benefits	\$	-	\$	-	\$	-	
Materials & Supplies	\$	-	\$	-	\$	-	
Contractual	\$	470,250	\$	486,700	\$	51,300	10.54%
Capital Outlay	\$	-	\$	-	\$	-	
Other	\$	-	\$	-	\$	-	
TOTAL:	\$	470,250	\$	486,700	\$	51,300	10.54%

Please see attached highlights of the Recommended Budget.

McLEAN COUNTY

Fiscal Year 2009 Recommended Budget

Fund: Social Security 0130 Department: Social Security 0069 Pages: 227 -- 228

CATEGORY	FY 2007 BUDGET	FY 2008 BUDGET	RECOMMENDED FY 2009 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2008
Revenue	\$ 2,096,300	\$ 2,206,302	\$ 2,417,219	\$ 210,917	9.56%
Salaries	\$ -	\$ -	\$ -	\$ -	N/A
Fringe Benefits	\$ 1,795,265	\$ 1,893,094	\$ 2,095,301	\$ 202,207	10.68%
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	N/A
Contractual	\$ -	\$ -	\$ -	\$ -	N/A
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ 301,035	\$ 313,208	\$ 321,918	\$ 8,710	2.78%
TOTAL:	\$ 2,096,300	\$ 2,206,302	\$ 2,417,219	\$ 210,917	9.56%

Please see attached highlights of the Recommended Budget.

(2)

Other:

999.0001 Interfund Transfer: This line item account has increased from \$313,208 in the FY'2008 Adopted Budget to \$321,918 in the FY'2009 Recommended Budget. This expense represents the amount to be transferred to the Nursing Home to cover approximately 75% of the FICA expense at the Nursing Home and the transfer to the County Board's budget for 100% of the FICA expense at MetCom.

McLEAN COUNTY

Fiscal Year 2009 Recommended Budget

Fund: I M R F 0131

Department: Illinois Municipal Retirement Fund 0069

Pages: 229 -- 230

CATEGORY	FY 2007 BUDGET	FY 2008 BUDGET	RECOMMENDED FY 2009 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2008
Revenue	\$ 2,354,053	\$ 2,536,497	\$ 2,680,281	\$ 143,784	5.67%
Salaries	\$ -	\$ -	\$ -	\$ -	N/A
Fringe Benefits	\$ 2,043,169	\$ 2,206,038	\$ 2,357,755	\$ 151,717	6.88%
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	N/A
Contractual	\$ -	\$ -	\$ -	\$ -	N/A
Capital Outlay	\$ -	\$ -	\$ -	\$ -	N/A
Other	\$ 310,884	\$ 330,459	\$ 322,526	\$ (7,933)	-2.40%
TOTAL:	\$ 2,354,053	\$ 2,536,497	\$ 2,680,281	\$ 143,784	5.67%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2009 Recommended Budget

Fund: Illinois Municipal Retirement Fund 0131

Department: Illinois Municipal Retirement Fund 0069

Highlights of the Recommended Budget:

REVENUE:

401.0001 General Property Tax: This revenue line item account has increased from \$2,457,537 in the FY'2008 Adopted Budget to \$2,580,281 in the FY'2009 Recommended Budget. Pursuant to Chapter 40, Illinois Compiled Statutes (2006), Section 5/7-71, the County Board is authorized to levy a property tax sufficient to meet the cost of participating in the Illinois Municipal Retirement Fund pension program for County employees and for Sheriff's Department Law Enforcement personnel.

407.0010 Personal Property Replacement Tax: Pursuant to State law, the County is required to budget \$21,403.00 in Personal Property Replacement Tax revenue in the IMRF Fund. In the FY'2009 Recommended Budget, the Personal Property Replacement Tax revenue is budgeted at \$100,000.00, the same approved in the FY'2008 Adopted Budget. This increase is budgeted to reduce the impact on the County's overall property tax levy of the increase in the IMRF rates (see below for details).

EXPENDITURES:

Contractual:

599.0001 County's IMRF Contribution: Pursuant to Chapter 40, Illinois Compiled Statutes (2006), Section 5/7-71, the County Board is authorized to levy a property tax sufficient to meet the cost of participating in the Illinois Municipal Retirement Fund pension program for County employees and for Sheriff's Department Law Enforcement personnel. The I.M.R.F. employer rate is 7.44% in FY'2009. For the current fiscal year, the rate is 7.83%

(2)

The I.M.R.F. Sheriff's Department Law Enforcement Personnel (SLEP) employer rate is 20.52% in FY'2009. For the current fiscal year, the rate is 21.51%.

Other

999.0001 Interfund Transfer: This line item account has decreased from \$330,449 in the FY'2008 Adopted Budget to \$313,081 in the FY'2009 Recommended Budget. This expense represents the amount to be transferred to the Nursing Home to cover approximately 75% of the I.M.R.F. expense at the Nursing Home and to transfer to the County Board's budget 100% of the I.M.R.F. expense for MetCom.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

10/08/2008

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **McLean County** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Rebecca McNeil, County Treasurer

Jacqueline Dozier, County Auditor

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,000 government finance professionals with offices in Chicago, IL, and Washington, D.C.

Certificate of Achievement for Excellence in Financial Reporting

Presented to

McLean County
Illinois

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
December 31, 2007

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



A handwritten signature in black ink, appearing to read "M. L. Post".

President

A handwritten signature in black ink, appearing to read "Jeffrey R. Emer".

Executive Director



REGIONAL OFFICE OF EDUCATION

DeWitt-Livingston-McLean Counties

905 N. Main St. • Suite #1
Normal, Illinois 61761
Phone (309) 888-5120
Fax: (309) 862-0420
Toll Free (800) 334-6509

Mark E. Jontry
Superintendent
Joshua R. Olsen
Assistant Superintendent

October 15, 2008

Mr. Matt Sorensen, Chairman
McLean County Board
Government Center
115 E. Washington
Bloomington, IL 61702

Dear Matt:

Pursuant to requirements of Section 105 ILCS 5/3-5 of the Illinois School Code, all Regional Offices of Education are now required to report official acts on a quarterly basis to our county boards. Therefore, I am enclosing a summation of activity from July 1 to September 30, 2008

Should you have questions, please feel free to contact me.

Sincerely,

Mark E. Jontry
Regional Superintendent

Enc.

DEWITT/LIVINGSTON/Mc LEAN REGIONAL OFFICE OF EDUCATION #17
REPORT OF OFFICIAL ACTS
FY 09 (July 1, 2008– June 30, 2009)

General Operations	July 1 – Sept. 30	Oct. 1– Dec. 31	Jan. 1 – March 31	April 1- June 30
Employees	90			
Grant Programs	32			
Criminal Background Checks	105			
Truancy Hearings by Regional Office	0			
Truancy Referrals to State’s Attorney	0			
Truancy Letters	5			
Regional Board of School Trustees Meetings	-0-			
RPDRC Meetings	-0-			
Advisory Board Meetings	-0-			
Treasurers’ Bonds Approved	7			
Annual School Audits Reviewed	-0-			
Reorganization Hearings	-0-			
Unfilled Position Postings (Website)	0			
Regional Spelling Bee Participants	0			
Regional Office Newsletter	0			
Student Work Permits Issued	0			
Superintendent’s Meetings	2			
Regional Safe School Referrals	96			
Substitute Teacher Lists Printed	0			
GED				
Applications	115			
Retakes	69			
Diplomas Issued	118			
Bus Drivers				
Initial Course Participants	65			
Refreshér Course Participants	290			
Health/Life Safety				
Inspections Conducted	8			
Plans Reviewed	1			
Documents Approved	46			
School Evaluation Visits				
Schools Visited/Compliance	0			

