FINANCE COMMITTEE AGENDA

Room 700, Law and Justice Center

Thursday, October 9, 2003

8:30 A.M.

1. Roll Call

2. Approval of Minutes – September 2, 2003

3. Departmental Matters:

   A. Bob Keller, Health Department
      1) Items to be presented for Action:
         a) Request Approval of Proposed Amendments to the McLean County Revised Code, Chapter 26, Food Service — 1 - 5
         b) Request Approval of Proposed Amendments to the McLean County Revised Code, Chapter 28, Health and Sanitation — 6 - 7
      2) Items to be presented for Information:
         a) General Report
         b) Other

   B. Becky McNeil, County Treasurer
      1) Items to be presented for Information:
      (Documents to be provided at meeting)
         a) Accept and place on file the County Treasurer's Report as of September 30, 2003
         b) Accept and place on file the County Treasurer's Investment Report as of September 30, 2003
         c) Quarterly Employee Fund Benefits Report
         d) General Report
         e) Other

C. Don Lee, Nursing Home

1) Items to be presented for Action:

a) Request Approval to Amendment the Intergovernmental Agreement between the Illinois Department of Public Aid and McLean County 8 - 12

2) Items to be presented for Information:

a) Monthly Report 13 - 15

b) General Report

c) Other

D. Ruth Weber, County Recorder

1) Items to be presented for Information

a) Reconciliation to the General Ledger – January, 2003 to September, 2003 16 - 85

b) General Report

c) Other

E. Peggy Ann Milton, County Clerk

1) Items to be presented for Information:

a) Amended Legal Description for the Normal Precinct Boundaries 86

b) General Report

c) Other

F. Paul Kinsella, Veteran's Assistance Commission

1) Items to be presented for Information:

a) VAC Finance Report for August 2003 87

b) General Report

c) Other

G. Robert Kahman, Supervisor of Assessments

1) Items to be presented for Information:

a) Assessment Status Report 88

b) General Report

c) Other

E. John M. Zeunik, County Administrator

1) Items to be presented for Action:

a) Request Approval of Amendment to the McLean County Purchasing and Contracting Ordinance 89 - 102

b) EXECTIVE SESSION:

1) Personnel Matters - State's Attorney's Office

2) Personnel Matters – Public Defender

3) Pending Litigation – Risk Management
4) Pending Litigation – First Assistant State's Attorney
5) Collective Bargaining

c) Review of Fiscal Year 2004 Recommended Budget:

1)	Regional Office of Education	103 - 104
2)	Cooperative Extension Service	105 - 106
3)	Health Department Funds	107 - 127
4)	County Auditor's Office	128 - 130
5)	County Treasurer's Office	131 - 134
6)	County Clerk's Office	135 - 139
7)	County Clerk's Document Storage Fund	140 -142
8)	County Recorder's Office	143 - 146
9)	Recorder's Document Storage Fund	147 - 149
10)	G.I.S. Fees Fund	150 - 151
11)	Bloomington Election Commission	152 - 157
12)	Supervisor of Assessment's Office	158 - 161
13)	Social Security (F.I.C.A.) Fund	162 - 163
14)	I.M.R.F. Fund	164 - 166
15)	Historical Museum Fund	167 - 168

d) Request Approval of a Resolution regarding a Public Hearing – Proposed Amended Lease Agreement with the Public Building Commission - Government Center 169 - 174

2) Items to be presented for Information:
a) General Report
b) Other

4. Recommend payment of bills and transfers, if any, to County Board

5. Adjournment

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

TO: Finance Committee

FROM: John M. Hirsch

DATE: September 8, 2003

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 and private sewage disposal systems. 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 with the exception of the Temporary Food Ordinance permits.

   In addition, we are proposing to add amendments addressing the following:

   A. The clarification that food permits cannot be transferred from one mobile unit to another mobile unit.

   B. For 10 years we have charged a 40% surcharge fee for the first permit for a new establishment. The 40% surcharge is used to offset the cost of the plan review and multiple inspections required for getting the new establishment approved for opening. We are proposing that when a business changes location, the 40% surcharge is also charged to the first permit at the new location.

   C. The Health Department shall accept food service equipment that meets the commercial equipment standards of qualified testing organizations other than the National Sanitation Foundation (NSF).

   D. All new or replacement three compartment sinks shall have two integral drain boards as original equipment from the manufacturer.

   E. All new or replacement ice bins, where ice is used for cooling beverage products and is stored for human consumption, shall have an integral cold plate as original equipment from the manufacturer. This will eliminate a very difficult to clean and seldom cleaned piece of equipment.

2. 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.

   In addition, we propose to add one amendment to the Ordinance to provide inspection ports on all gravel-less chamber type systems for future system evaluation purposes.

The proposals were presented to the Board of Health on September 3, 2003, and were reviewed and approved.

JMH-1901-FIN

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 of Health has recommended on September 3, 2003, that permit fees be increased, and clarifications be made to the ordinance, and

WHEREAS, the Finance Committee at their _____2003, meeting has concurred with such recommendation, now, therefore,

BE IT ORDAINED by the County Board of McLean County, now in regular session, that the aforesaid Chapter 26 be and hereby is amended to read as follows:

Food Service Establishments Section

26.08 PERMIT

It shall be unlawful for any person to operate a food-service establishment within the County of McLean, or its police jurisdiction, who does not possess a valid permit which shall be issued annually to him by the Board of Health. Only a person who complies with the requirements of this Ordinance shall be entitles to receive and retain such a permit. Permits shall not be transferable from one person and place to another person and place **or from one mobile unit to another mobile unit**. A valid permit shall be framed and posted in conspicuous view of the public in every food-service establishment.

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

CLASS A Permit	-	~~$357.00~~	***$368.00***
CLASS B Permit	-	~~$269.00~~	***$277.00***
CLASS C Permit	-	~~$180.00~~	***$185.00***
CLASS D Permit	-	Reserved for future use	
CLASS E Permit	-	Reserved for future use	
CLASS F Permit	-	No Fee	

26.08-7 Fees for first permits. The fee for the first permit issued to an owner, for each food service establishment owned or operated, shall be increased by 40% of the annual fee for that establishment. **If a business changes location, the owner shall be required to pay the 40% surcharge for the first permit at the new location.**

26.14 EQUIPMENT STANDARDS

All new and replacement equipment shall meet or be equivalent to applicable National Sanitation Foundation (NSF) commercial standards or~~, in the absence of applicable NSF standards, be approved by the department~~. **equivalent commercial food equipment standards of another recognized testing agency that tests to NSF commercial food equipment standards. If NSF commercial food equipment standards do not exist for a piece of equipment, the equipment must be inspected and approved by this department before being placed into service.**

All new or replacement three compartment sinks shall have two integral drain boards as original equipment from the manufacturer.

All new or replacement ice bins, where ice is used for both cooling beverage products and stored for human consumption, shall have an integral cold plate as original equipment from the manufacturer.

Retail Food Stores Section

26.26 PERMIT

It shall be unlawful for any person to operate a retail food store within the County of McLean, or its police jurisdiction, who does not possess a valid permit which shall be issued annually to him by the Board of Health. Only a person who complies with the requirements of this Ordinance shall be entitles to receive and retain such a permit. Permits shall not be transferable from one person and place to another person and place **or from one mobile unit to another mobile unit**. A valid permit shall be framed and posted in conspicuous view of the public in every food-service establishment.

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

CLASS A Permit	-	~~$357.00~~	***$368.00***
CLASS B Permit	-	~~$269.00~~	***$277.00***
CLASS C Permit	-	~~$180.00~~	***$185.00***
CLASS D Permit	-	~~$180.00~~	***$185.00***
CLASS E Permit	-	~~$ 88.00~~	***$ 91.00***
CLASS F Permit	-	No Fee	

26.26-7 First permit fee. The fee for the first permit issued to an owner, for each retail food store owned or operated, shall be increased by 40% of the annual fee for that establishment. **If a business changes location, the owner shall be required to pay the 40% surcharge for the first permit at the new location.**

26.34 EQUIPMENT STANDARDS

All new and replacement equipment shall meet or be equivalent to applicable National Sanitation Foundation (NSF) commercial standards or~~, in the absence of applicable NSF standards, be approved by the department~~. **equivalent commercial food equipment standards of another recognized testing agency that tests to NSF commercial food equipment standards. If NSF commercial food equipment standards do not exist for a piece of equipment, the equipment must be inspected and approved by this department before being placed into service.**

All new or replacement three compartment sinks shall have two integral drain boards as original equipment from the manufacturer.

Bed and Breakfast Establishments Section

26.58-1 Bed and Breakfast Permit Fees. The annual fees for these permits shall be:

CLASS H Permit	-	~~$269.00~~	***$277.00***
CLASS I Permit	-	~~$180.00~~	***$185.00***

26.08-7 Fees for first permits. The fee for the first permit issued to an owner, for each bed and breakfast establishment owned or operated, shall be increased by 40% of the annual fee for that establishment. **If a bed and breakfast establishment changes location, the owner shall be required to pay the 40% surcharge for the first permit at the new location.**

Temporary Food Establishments Section

26.85 PERMIT

It shall be unlawful for any person to operate a temporary food establishment within the County of McLean, or its police jurisdiction, who does not possess a valid permit issued by the Board of health. Only a person who complies with the requirements of this Ordinance shall be entitles to receive and retain such a permit. Permits shall not be transferable from one person or establishment to another person or establishment **or from one mobile unit to another**. A valid permit shall be framed and posted in conspicuous view of the public in every temporary food establishment or the establishment cannot open.

26.91 EQUIPMENT STANDARDS

All new and replacement equipment shall meet or be equivalent to applicable National Sanitation Foundation (NSF) commercial standards ~~or, in the absence of applicable NSF standards, be approved by the department~~. **equivalent commercial food equipment standards of another recognized testing agency that tests to NSF commercial food equipment standards. If NSF commercial food equipment standards do not exist for a piece of equipment, the equipment must be inspected and approved by this department before being placed into service.** In addition, adequate cold holding equipment must be provided to maintain potentially hazardous cold foods at 41°F or below. Mechanical refrigeration must be provided for temporary food events lasting 2 days or longer. Mechanical refrigeration is strongly recommended for al temporary food events.

All new or replacement three compartment sinks shall have two integral drain boards as original equipment from the manufacturer.

This amendment shall become effective and in full force on January 1, 2004. Adopted by the County Board of McLean County, Illinois, this _____ 2003.

APPROVED:

_____

Michael F. Sweeney, Chairman
McLean County Board

ATTEST:

_____

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

JMH-0401-2003-2004

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 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, 2003, that permit and license fees be increased, and clarifications be made to the Ordinance, and

WHEREAS, the Finance Committee at their _____, 2003 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:

28.53 GRAVEL-LESS CHAMBER TYPE SEEPAGE FIELD REQUIREMENTS

When gravel-less chamber type systems are installed an inspection port shall be installed on each trench lateral to allow inspections to be made to determine the operating condition of the system. The inspection port shall be located approximately in the middle of each lateral. A solid concrete pad or block shall be placed beneath each inspection port to ensure a solid trench bottom surface so an accurate effluent depth can be determined during the inspection process. The top surface of the pads or blocks shall be level with the trench bottom.

28.57 Permit Fees. The annual fees for these private sewage disposal system permits shall be:

(A)	Septic tank or Imhoff tank	~~$68.00~~	~~*$70.00*~~
(B)	Aerobic treatment plant	$68.00	*$70.00*
(C)	1. Subsurface seepage field	~~$100.00~~	~~*$103.00*~~
	2. Seepage bed	~~$100.00~~	~~*$103.00*~~
	3. Sand filter (buried or recirculating)	~~$100.00~~	~~*$103.00*~~
	4. Waste stabilization pond	~~$100.00~~	~~*$103.00*~~
	5. 8" or 10" gravel-less seepage field	~~$100.00~~	~~*$103.00*~~
	6. Chamber systems	~~$100.00~~	~~*$103.00*~~
(D)	Treatment unit(s) and waste stabilization pond	~~$133.00~~	~~*$137.00*~~
(E)	Privies, chemical toilet, recirculating toilet, incinerator toilet, compost toilet	~~$133.00~~	~~*$137.00*~~
(F)	Private sewage mound (77 Ill. Adm Code 906)	~~$133.00~~	~~*$137.00*~~

(G)	Holding tank(s)	~~$133.00~~	***$137.00***
(H)	Dump station	~~$133.00~~	***$137.00***
(I)	Any other system for which a variance in accordance with Section 28.60 of this Ordinance, has been issued.	~~$133.00~~	***$137.00***

28.57-1 License Fees The non-refundable fees for the following licenses are:

(A)	Installer license	~~$190.00~~	***$196.00***
(B)	Pumper license	~~$190.00~~	***$196.00***

This amendment shall become effective and in full force on January 1, 2004. Adopted by the County Board of McLean County, Illinois, this ____ day of November 2003.

APPROVED:

_____

Michael Sweeney, Chairman of the
McLean County Board

ATTEST:

_____

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

0601-2003 - 2004

Rod R. Blagojevich, Governor
Barry S. Maram, Director

Illinois Department of Public Aid

201 South Grand Avenue East
Springfield, Illinois 62763-0001

Telephone: (217) 782-0545
TTY: (800) 526-5812

9/16/2003

Mr. Donald Lee
Administrator
McLean County Nursing Home
901 N. Main Street
Normal, IL 61761

Dear Mr. Lee:

Enclosed is an amendment to the intergovernmental transfer agreement with the State of Illinois regarding your county nursing home. This is necessary to correct some minor technical problems with the original. The effective date of the amendment will be October 1, 2003. Please sign and return each of the four enclosed originals as soon as possible, but no later than November 1, 2003.

The amendment:

- establishes a ceiling on the amount that the county would transfer to the state. This ensures that the county nursing home receives at least a ten percent rate increase, but no more than a fifteen percent increase, over the rate that DPA would pay absent this agreement. (Amendment to Article 2.2)

- clarifies that, with respect to the timing of the transfer from the county to the state, the timing for this transfer is activated by the county nursing facility's receipt of the payment rather than receipt of the notification of the amount of the transfer. Furthermore, the number of days that the county has to make this transfer is increased to five (from three). (Amendment to Article 3.2)

- makes a technical change by deleting flawed Health Insurance Portability and Accountability Act (HIPAA) references. (Amendment to Article 8.5 (B))

E-mail: dpa_webmaster@state.il.us **Internet:** http://www.dpaillinois.com/

Please return the signed agreements to:

Bill Dart
IDPA-Medical Programs
Bureau of Long Term Care
201 South Grand Ave. East, 3rd Floor
Springfield, IL 62763

If you have questions about this amendment, please contact me via email at bill.dart@mail.idpa.state.il.us or phone at 217-524-7210.

Sincerely,

Bill Dart, Operations Manager
Bureau of Long Term Care

Enclosure

cc: Rebecca McNeil, County Treasurer
McLean County Law & Justice Center

Less enclosures

STATE OF ILLINOIS
DEPARTMENT OF PUBLIC AID
AMENDMENT NO. 1
TO THE INTERGOVERNMENTAL AGREEMENT
BETWEEN
ILLINOIS DEPARTMENT OF PUBLIC AID
AND
MCLEAN COUNTY

Pursuant to Article 8.2, Amendments and Change Orders, it is hereby agreed by and between the parties that the Agreement between the COUNTY and the DEPARTMENT OF PUBLIC AID, as entered into on July 8, 2003, is hereby amended. The original agreement language is set forth below followed by the amendatory language.

Article 2, Page 2.

LANGUAGE FROM THE ORIGINAL AGREEMENT

2.2. In conjunction with each payment to which this Agreement applies, the Department shall provide to the County a notification specifying the amount of the financial transfer that must be made to the Department in order to be in compliance with this Agreement. The amount of the financial transfer from the County to the Department is 90 percent of the difference between the amount paid to the nursing facility under the alternate reimbursement methodology and the amount that would have been paid to the nursing facility by the Department absent this Agreement.

AMEND TO READ

2.2. In conjunction with each payment to which this Agreement applies, the Department shall provide to the County a written notification specifying the amount of the financial transfer that must be made to the Department in order to be in compliance with this Agreement. The amount of the financial transfer from the County to the Department shall be the lesser of 90 percent of the difference between the amount paid to the nursing facility under the alternate reimbursement methodology and the amount that would have been paid to the nursing facility by the Department absent this Agreement, or the difference between the amount paid to the nursing facility under the alternate reimbursement methodology and 110 percent of the amount that would have been paid by

the Department absent this Agreement. Under no circumstances, however, shall the county retain more than 115% of the rate payable in the absence of this agreement.

Article 3, Page 2

LANGUAGE FROM THE ORIGINAL AGREEMENT

3.2. Effective with payments from the Department for services provided on or after October 1, 2002, the County shall make a financial transfer to the Department, in the amount specified by the Department in its notification to the County. The financial transfer, via electronic funds transfer, shall be made within three (3) business days, as defined herein, after receipt of the notification and shall be deposited into the Long-Term Care Provider Fund.

AMEND TO READ

3.2. Effective with payments from the Department for services provided on or after October 1, 2002, the County shall make a financial transfer to the Department, in the amount specified by the Department in its notification to the County. The financial transfer, via electronic funds transfer, shall be made within five (5) business days, as defined herein, after receipt of the payment and shall be deposited into the Long-Term Care Provider Fund.

Article 8.5, page 7

LANGUAGE FROM THE ORIGINAL AGREEMENT

2. Retention of Records. The County shall maintain all business, professional, and other records in accordance with applicable State law, 45 CFR Part 74, 45 CFR Part 160, and 45 CFR Part 164 subparts A and E, the specific terms and conditions of this Agreement, and pursuant to generally accepted accounting practice. The County shall maintain, during the pendency of the Agreement and for a minimum of six (6) years after the completion of the Agreement, adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with the Agreement. If an audit, litigation, or other action involving the records is begun before the end of the six-year period, the records must be retained until all issues arising out of the action are resolved. Failure to maintain the books, records, and supporting documents required by this Article shall establish a presumption in favor of the Department for the recovery of any funds paid by the Department under the Agreement for which adequate books, records, and other documents are not available to

support the purported disbursement.

AMEND TO READ

2. Retention of Records. The County shall maintain all business, professional, and other records in accordance with applicable State law, 45 CFR Part 74, the specific terms and conditions of this Agreement, and pursuant to generally accepted accounting practice. The County shall maintain, during the pendency of the Agreement and for a minimum of six (6) years after the completion of the Agreement, adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with the Agreement. If an audit, litigation, or other action involving the records is begun before the end of the six-year period, the records must be retained until all issues arising out of the action are resolved. Failure to maintain the books, records, and supporting documents required by this Article shall establish a presumption in favor of the Department for the recovery of any funds paid by the Department under the Agreement for which adequate books, records, and other documents are not available to support the purported disbursement.

All other terms and conditions of the intergovernmental Agreement shall remain in full force and effect, unchanged except as hereby amended.

In Witness Whereof, the DEPARTMENT and the COUNTY have caused this amendment to be executed to be effective October 1, 2003.

State of Illinois
Department of Public Aid

_____
Director

_____
Date

McLean County

_____
Authorized Representative

_____
Title

_____
Date

McLEAN COUNTY NURSING HOME
ACCRUED EXPENDITURE
Prt Date: September 30, 2003

	2003 BUDGET	2003 MONTHLY ALLOC	AUG,2003 ACCRUED EXPENSE	YTD ALLOC	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 37986	PROJECTED VARIANCE 37986
SALARIES	3,038,047	258,026	279,288	2,022,590	2,089,368	948,679	66,778	1	3,138,352	100,305
IMRF	141,573	12,024	13,015	94,253	95,900	45,673	1,648	1	144,048	2,475
MED/LIFE	324,233	10,212	27,538	215,859	215,859	108,374	0	1	324,233	0
SOC/SEC	232,411	19,739	21,366	154,728	157,433	74,978	2,705	1	236,473	4,063
VAC LIAB	25,000	2,123	2,123	16,644	16,644	8,356	0	1	25,000	0
SELLBACK	0	0	0	0	0	0	0	#DIV/0!	0	0
PERSONNEL	3,761,264	302,124	343,329	2,504,074	2,575,204	1,186,059	71,130	1	3,868,105	106,842
COMMODITIES	609,731	51,785	34,760	405,931	362,246	247,485	(43,684)	1	544,115	(65,616)
CONTRACTUAL	1,187,805	100,695	83,442	790,785	702,834	484,971	(87,951)	1	1,055,698	(132,107)
CAPITAL	168,370	14,300	0	112,093	59,811	108,559	(52,282)	0	89,839	(78,531)
GRAND TOTAL	5,727,170	468,904	461,531	3,812,883	3,700,096	2,027,074	(112,787)	1	5,557,757	(169,413)

McLEAN COUNTY NURSING HOME
ACCRUED REVENUE
Prt Date: September 30, 2003

	2003 BUDGET	2003 MONTHLY ALLOC	AUG,2003 ACCRUED REVENUE	YTD ALLOC	ADJUSTED YTD REVENUE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET	PROJECTED REVENUE 37,986	PROJECTED VARIANCE 37,986
MEDICARE REVENUE	775,400	65,856	40,980	516,225	538,283	237,117	22,058	1	808,532	33,132
IDPA REVENUE	2,454,698	208,481	416,950	1,634,224	1,796,391	658,307	162,168	1	2,698,283	243,585
SCHOOLING REIMB	0	0	0	0	0	0	0	#DIV/0!	0	0
JDC LAUNDRY	7,100	603	377	4,727	4,396	2,704	(331)	1	6,604	(496)
JDC FOOD	31,501	2,675	1,895	20,972	21,041	10,460	69	1	31,604	103
MEALS	500	42	12	333	318	182	(15)	1	478	(22)
PVT PAY REVENUE	1,766,600	150,040	177,405	1,176,120	1,366,584	400,016	190,464	1	2,052,688	286,088
UNCLASS	7,300	620	197	4,860	1,205	6,095	(3,655)	0	1,809	(5,491)
INTEREST EARNED	60,000	5,096	1,625	39,945	19,639	40,361	(20,306)	0	29,499	(30,501)
SALE OF ASSETS	0	0	18	0	18	(18)	18	#DIV/0!	27	27
TRANSFER IN	373,723	31,741	34,018	248,807	254,530	119,193	5,723	1	382,319	8,596
TELEPNONE REIMB	0	0	750	0	6,000	(6,000)	6,000	#DIV/0!	9,012	9,012
TOTAL ACC REVENUE	5,476,822	465,155	674,227	3,646,213	4,008,405	1,468,417	362,192	1	6,020,855	544,033

TOTAL ACC REVENUE	5,476,822	465,155	674,227	3,646,213	4,008,405	1,468,417	362,192	1	6,020,855	544,033
LESS ACCRUED EXPENSI	(5,727,170)	(468,904)	(461,531)	(3,812,883)	(3,700,096)	(2,027,074)	112,787	1	(5,557,757)	(169,413)
ACC REV - (ACC EXP)	(250,348)	(3,750)	212,695	(166,670)	308,309	(558,657)	474,979		463,098	
PLUS CAP EXP	0	14,300	0	112,093	59,811	108,559	(52,282)		89,839	
ACC BALANCE	(250,348)	10,550	212,695	(54,577)	368,120	(450,098)	422,697		552,938	

McLEAN COUNTY NURSING HOME

AUGUST 31 DAYS

2003

DAILY CENSUS

AUGUST

DAY OF MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOT	AVG
CERT																																	
MEDICARE	7	7	7	7	7	7	7	7	7	7	8	9	8	8	8	8	8	8	8	9	9	9	9	9	9	9	9	8	8	8		248	
PA SKILL	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		42	
PA INT	3	3	3	3	3	3	3	3	3	3	3	3	4	4	3	3	3	3	4	4	4	4	4	4	4	4	3	4	4	4		107	
PP SKILL	2	2	2	2	1	1	1	1	1	1	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	0	0	0	0		23	
PP INT	2	2	2	2	2	1	2	3	3	3	2	2	2	1	1	1	1	1	1	1	1	1	1	1	1	0	0	0	0	0		40	
SUBTOTAL	[illegible]																																
NON-CERT																																	
PA SKILL	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	31	
PA INT	77	77	78	77	77	77	77	77	77	76	75	76	76	76	77	77	77	77	77	77	77	77	77	77	75	75	75	75	75	75	75	2368	
PP SKILL	5	5	5	5	5	5	5	5	5	5	5	5	5	5	4	4	4	5	5	5	5	5	5	5	5	5	5	4	4	4		149	
PP INT	41	41	41	42	42	42	42	43	43	43	45	45	44	45	45	45	45	45	45	45	44	43	43	42	42	42	44	44	43	43	43	1342	
SUBTOTAL	[illegible]																																
TOTAL																																	
MEDICARE	[illegible]																																
PA SKILL	[illegible]																																
PA INT	[illegible]																																
PP SKILL	[illegible]																																
PP INT	[illegible]																																
TOT IN HOUSE	[illegible]																																
BED HOLD	[illegible]																																
TOTAL CENSUS	[illegible]																																
VACANCIES	9	9	9	8	9	10	8	7	7	7	8	7	9	9	9	9	9	9	7	6	7	7	7	7	8	9	9	10	12	12	12		
CAPACITY	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150		

McLEAN COUNTY NURSING HOME

CENSUS Report - 2003

MONTH	AVG MEDICARE	AVG PVT PAY	AVG IDPA	AVG BED HOLD	AVG CENSUS	AVG VACANT
JANUARY	10.06	47.29	78.29	0.55	136.19	13.81
FEBRUARY	10.68	48.36	76.14	1.50	136.68	13.32
MARCH	7.13	50.29	76.42	1.65	135.49	14.51
APRIL	7.53	52.97	78.13	1.53	140.16	9.84
MAY	7.32	51.58	81.94	1.23	142.06	7.94
JUNE	9.40	47.57	83.80	0.87	141.63	8.37
JULY	4.84	49.55	84.94	0.90	140.22	9.78
AUGUST	8.00	50.13	82.19	1.13	141.45	8.55
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
YTD AVERAGE	8.12	49.72	80.23	1.17	139.24	10.76
% OF CAPACITY	5.41%	33.14%	53.49%	0.78%	92.82%	7.18%

McLean County

Ruth Weber
County Recorder
(309) 888-5171 Fax (309) 888-5927 e-mail: ruth@mclean.gov
104 W. Front, Room 708 P.O. Box 2400 Bloomington, Illinois 61702-2400

October 3, 2003

To: Finance Committee Chairman and Members

From: Ruth Weber, County Recorder Ruth Weber

Enclosed are sheets showing reconciliation to the General Ledger for January, 2003 through September, 2003.

Also enclosed are reconciliation sheets for the State Revenue Stamps.

Recorder's Reconciliation
To The General Ledger
For The Month Of
August 2003

Description	Revenue Account #	GL Balance As Of 8/31/2003	Recorder's Rcpts For the Month Of 8/31/2003	Plus 7/31/2003 Rec Rcpts Dep To GL 9/1/2003	Less 8/29/2003 Rec Rcpts Dep To GL 9/2/2003	Total	Difference
Copy Fees	0001-0006-0008 0410-0008	3750.95	3631.25	749.60	(624.90)	3755.95	0
Recording Fees	0001-0006-0008 0410-0029	95,630.00	94465.00	6137.00	(4972.00)	95630.00	0
County Revenue Stamps	0001-0006-0008 0410-0032	38,957.25	38069.50	3467.25	(2579.50)	38957.25	0
Micro Film Sales	0001-0006-0008 0410-0128	1045.00	1045.00				0
Document Storage	0137-0006-0008 0410-0089	17,943.00	17812.00	1110.00	(984.00)	17943.00	0
GIS Document Storage	0137-0006-0008 0410-0181	5,981.00	5939.00	370.00	(328.00)	5981.00	0
GIS Fund	0167-0006-0008 0410-0181	11,962.00	11879.00	740.00	(656.00)	11963.00	0
		(A)	(B)	(C)	(D)	Sum(B:D)=E	(A-E)

Adjustments are made in column C & D because the Recorder's daily receipts are not turned into the General Ledger until the next business day. These adjustments must be made in order to balance to the Genera Ledger

Explanation of Differences:

Prepared 9/4/2003 by Sharon K. Dearborn - Chief Deputy Recorder

Ruth Heller
Recorder 10/3/03

Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 8/29/2003: Cash/Check/ Change	Month-to-date Totals thru 8/29/2003: Charge	Month-to-date Totals thru 8/29/2003: Total
001-6-8-410-008-03	COPY FEES	$63.00	$561.90	$624.90	$568.25	$3,063.00	$3,631.25
001-6-8-410-029-03	RECORDING FEES	$2,932.00	$2,040.00	$4,972.00	$56,057.00	$38,408.00	$94,465.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$2,579.50	$0.00	$2,579.50	$38,069.50	$0.00	$38,069.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$193.00	$0.00	$193.00	$57,917.40	$0.00	$57,917.40
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$1,045.00	$0.00	$1,045.00
137-6-8-410-089-28	DOCUMENT STORAGE	$598.00	$386.00	$984.00	$11,314.00	$6,503.00	$17,817.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$199.00	$129.00	$328.00	$3,764.00	$2,175.00	$5,939.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$5,159.00	$0.00	$5,159.00	$76,139.00	$0.00	$76,139.00
167-6-8-410-181-10	GIS FUND	$398.00	$258.00	$656.00	$7,535.00	$4,343.00	$11,878.00
	Final Totals :	$12,121.50	$3,374.90	$15,496.40	$252,409.15	$54,492.00	$306,901.15

Ruth Weber

Recorder

Daily Account Balances

Final For: 7/31/2003

Account #	Account Description	Daily Totals			Month-to-date Totals thru 7/31/2003		
		Cash/Check/ Change	Charge	Total	Cash/Check/ Change	Charge	Total
004-6-8-410-008-03	COPY FEES	$43.00	$706.60	$749.60	$537.75	$3,319.80	$3,857.
001-6-8-410-029-03	RECORDING FEES	$2,552.00	$3,585.00	$6,137.00	$58,281.00	$39,037.00	$97,318.
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$3,467.25	$0.00	$3,467.25	$43,669.00	$0.00	$43,669.
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$891.00	$0.00	$891.00	$51,676.70	$0.00	$51,676.
137-6-8-410-089-28	DOCUMENT STORAGE	$495.00	$615.00	$1,110.00	$11,321.00	$6,670.00	$17,991.
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$164.00	$206.00	$370.00	$3,762.00	$2,203.00	$5,965.
151-0-0-126-001-90	STATE REVENUE STAMPS	$6,934.50	$0.00	$6,934.50	$87,338.00	$0.00	$87,338.
167-6-8-410-181-10	GIS FUND	$328.00	$412.00	$740.00	$7,529.00	$4,449.00	$11,978.
	Final Totals :	$14,874.75	$5,524.60	$20,399.35	$264,114.45	$55,678.80	$319,793.

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McLean County
9/04/03
Revenue Account
0001-0006-0008 0410-0008
Copy Fees

General Ledger Inquiry
GL1500S2

Account Status . . . . . : ACTIVE
Budgeted Account/Org. Level: Base Account
Fiscal Start Month/Year End: 01 2003

Month	Budget	Amendments	Revenues	YTD Balance
Jan :	25000.00	.00	3567.70	21432.30
Feb :	.00	.00	3522.20	17910.10
Mar :	.00	.00	4030.15	13879.95
Apr :	.00	.00	4562.00	9317.95
May :	.00	.00	4130.55	5187.40
June:	.00	.00	4050.90	1136.50
July:	.00	.00	3810.55	2674.05-
Aug :	.00	.00	3750.95	6425.00-
Sept:	.00	.00	624.90	7049.90-
Oct :	.00	.00	.00	7049.90-
Nov :	.00	.00	.00	7049.90-
Dec :	.00	.00	.00	7049.90-
Total	25000.00	.00	32049.90	7049.90-

F3=Exit F10=MTD Bal. F11=Transactions F12=Cancel F22=More Functions

McLean County
9/04/03
Revenue Account
0001-0006-0008 0410-0008
Copy Fees

General Ledger Inquiry

GL1500S2

Account Status . . . . . : ACTIVE
Budgeted Account/Org. Level: Base Account
Fiscal Start Month/Year End: 01 2003

Month	Budget	Amendments	Revenues	YTD Balance
Jan :	25000.00	.00	3567.70	21432.30
Feb :	.00	.00	3522.20	17910.10
Mar :	.00	.00	4030.15	13879.95
Apr :	.00	.00	4562.00	9317.95
May :	.00	.00	4130.55	5187.40
June:	.00	.00	4050.90	1136.50
July:	.00	.00	3810.55	2674.05-
Aug :	.00	.00	3750.95	6425.00-
Sept:	.00	.00	624.90	7049.90-
Oct :	.00	.00	.00	7049.90-
Nov :	.00	.00	.00	7049.90-
Dec :	.00	.00	.00	7049.90-
Total	25000.00	.00	32049.90	7049.90-

F3=Exit F10=MTD Bal. F11=Transactions F12=Cancel F22=More Functions

General Ledger Inquiry

Account Status . . . . . : ACTIVE
Budgeted Account/Org. Level: Base Account
Fiscal Start Month/Year End: 01 2003

Month	Budget	Amendments	Revenues	YTD Balance
Jan :	560000.00	.00	78302.00	481698.00
Feb :	.00	.00	73404.00	408294.00
Mar :	.00	.00	77415.00	330879.00
Apr :	.00	.00	89241.00	241638.00
May :	.00	.00	86029.00	155609.00
June:	.00	.00	84845.00	70764.00
July:	.00	.00	96924.00	26160.00-
Aug :	.00	.00	95630.00	121790.00-
Sept:	.00	.00	4972.00	126762.00-
Oct :	.00	.00	.00	126762.00-
Nov :	.00	.00	.00	126762.00-
Dec :	.00	.00	.00	126762.00-
Total	560000.00	.00	686762.00	126762.00-

F3=Exit F10=MTD Bal. F11=Transactions F12=Cancel F22=More Functions

McLean County
9/04/03
Revenue Account
0001-0006-0008 0410-0029
Recording Fees

GL1500S2

General Ledger Inquiry
Account Status . . . . . : ACTIVE
Budgeted Account/Org. Level: Base Account
Fiscal Start Month/Year End: 01 2003

Month	Budget	Amendments	Revenues	YTD Balance
Jan :	560000.00	.00	78302.00	481698.00
Feb :	.00	.00	73404.00	408294.00
Mar :	.00	.00	77415.00	330879.00
Apr :	.00	.00	89241.00	241638.00
May :	.00	.00	86029.00	155609.00
June:	.00	.00	84845.00	70764.00
July:	.00	.00	96924.00	26160.00-
Aug :	.00	.00	95630.00	121790.00-
Sept:	.00	.00	4972.00	126762.00-
Oct :	.00	.00	.00	126762.00-
Nov :	.00	.00	.00	126762.00-
Dec :	.00	.00	.00	126762.00-
Total	560000.00	.00	686762.00	126762.00-

F3=Exit F10=MTD Bal. F11=Transactions F12=Cancel F22=More Functions

McLean County
9/04/03
Revenue Account
0001-0006-0008 0410-0008
Copy Fees

GL1500S2

General Ledger Inquiry
Account Status . . . . . : ACTIVE
Budgeted Account/Org. Level: Base Account
Fiscal Start Month/Year End: 01 2003

Month	Budget	Amendments	Revenues	YTD Balance
Jan :	25000.00	.00	3567.70	21432.30
Feb :	.00	.00	3522.20	17910.10
Mar :	.00	.00	4030.15	13879.95
Apr :	.00	.00	4562.00	9317.95
May :	.00	.00	4130.55	5187.40
June:	.00	.00	4050.90	1136.50
July:	.00	.00	3810.55	2674.05-
Aug :	.00	.00	3750.95	6425.00-
Sept:	.00	.00	624.90	7049.90-
Oct :	.00	.00	.00	7049.90-
Nov :	.00	.00	.00	7049.90-
Dec :	.00	.00	.00	7049.90-
Total	25000.00	.00	32049.90	7049.90-

F3=Exit F10=MTD Bal. F11=Transactions F12=Cancel F22=More Functions

Recorder's Reconciliation
To The General Ledger
For The Month Of
September 2003

Description	Revenue Account #	GL Balance As Of 9/30/2003 (A)	Recorder's Rcpts For the Month Of 9/30/2003 (B)	Plus 8/29/03 Rec Rcpts Dep To GL 9/1/03 (C)	Less 9/30/03 Rec Rcpts Dep To GL 10/1/03 (D)	Total Sum(B:D)=E	Difference (A-E)
Copy Fees	0001-0006-0008 0410-0008	2,755.80	2,605.20	624.90	(474.30)	21,55.80	0
Recording Fees	0001-0006-0008 0410-0029	93,623.00	93,199.00	4922.00	(4548.00)	93,623.00	0
County Revenue Stamps	0001-0006-0008 0410-0032	31,965.50	29,069.25	2579.50	(483.25)	31,965.50	0
Micro Film Sales	0001-0006-0008 0410-0128	220.00	220.00	0	0	220.00	0
Document Storage	0137-0006-0008 0410-0089	18,212.00	18,122.00	984.00	(894.00)	18,212.00	0
GIS Document Storage	0137-0006-0008 0410-0181	6040.00	6,010.00	328.00	(298.00)	6040.00	0
GIS Fund	0167-0006-0008 0410-0181	12,126.00	12,066.00	656.00	(596.00)	17,126.00	0

Adjustments are made in column C & D because the Recorder's daily receipts are not turned into the General Ledger until the next business day. These adjustments must be made in order to balance to the Genera Ledger

Explanation of Differences:

Prepared 10/2/03 by
Shawn K. Wareham - Chief
Deputy Recorder
McLean County

Rick Weber
Recorder 10/3/03

Ruth Weber

Recorder

Daily Account Balances

Final For: 8/29/2003

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 8/29/2003 Cash/Check/ Change	Month-to-date Totals thru 8/29/2003 Charge	Month-to-date Totals thru 8/29/2003 Total
001-6-8-410-008-03	COPY FEES	$63.00	$561.90	$624.90	$568.25	$3,063.00	$3,631.25
001-6-8-410-029-03	RECORDING FEES	$2,932.00	$2,040.00	$4,972.00	$56,057.00	$38,408.00	$94,465.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$2,579.50	$0.00	$2,579.50	$38,069.50	$0.00	$38,069.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$193.00	$0.00	$193.00	$57,917.40	$0.00	$57,917.40
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$1,045.00	$0.00	$1,045.00
137-6-8-410-089-28	DOCUMENT STORAGE	$598.00	$386.00	$984.00	$11,314.00	$6,503.00	$17,817.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$199.00	$129.00	$328.00	$3,764.00	$2,175.00	$5,939.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$5,159.00	$0.00	$5,159.00	$76,139.00	$0.00	$76,139.00
167-6-8-410-181-10	GIS FUND	$398.00	$258.00	$656.00	$7,535.00	$4,343.00	$11,878.00
	Final Totals :	**$12,121.50**	**$3,374.90**	**$15,496.40**	**$252,409.15**	**$54,492.00**	**$306,901.15**

C

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Ruth Weber
Recorder

Daily Account Balances
Preliminary For: 9/30/2003

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 9/30/2003 Cash/Check/ Change	Month-to-date Totals thru 9/30/2003 Charge	Month-to-date Totals thru 9/30/2003 Total
001-6-8-410-008-03	COPY FEES	$0.00	$474.30	$474.30	$521.00	$2,084.20	$2,605.20
001-6-8-410-029-03	RECORDING FEES	$3,184.00	$1,364.00	$4,548.00	$58,070.00	$35,129.00	$93,199.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$483.25	$0.00	$483.25	$29,869.25	$0.00	$29,869.25
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$0.00	$0.00	$0.00	$54,921.10	$0.00	$54,921.10
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$220.00	$0.00	$220.00
137-6-8-410-089-28	DOCUMENT STORAGE	$621.00	$273.00	$894.00	$11,989.00	$6,133.00	$18,122.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$207.00	$91.00	$298.00	$3,987.00	$2,023.00	$6,010.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$966.50	$0.00	$966.50	$59,738.50	$0.00	$59,738.50
167-6-8-410-181-10	GIS FUND	$414.00	$182.00	$596.00	$7,984.00	$4,082.00	$12,066.00
	Final Totals :	**$5,875.75**	**$2,384.30**	**$8,260.05**	**$227,299.85**	**$49,451.20**	**$276,751.05**

D P

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McLean County
DATE 10/02/03
TIME 20:03:08

F I N A N C I A L M A N A G E M E N T
REVENUE LEDGER - SUMMARY LISTING

PAGE 1
GL1450
TAX19

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	REVENUES
MONTH TOTAL: SEPTEMBER 2003		.00	2,785.80-
	Base Acct#/Detl Acct# TOTAL: Copy Fees	25,000.00	34,180.80-
	Base Acct#/Detl Acct# TOTAL: Recording	560,000.00	775,413.00-
0001-0005-0008 0410-0032	Sale Of Revenue Stamps		
	Base Acct#/Detl Acct# TOTAL: Rev.Stamps	385,000.00	299,864.00-
0001-0005-0008 0410-0128	Microfilm Roll Sales		
	BEGINNING BALANCE	8,000.00	3,492.00-
0001-0005-0008 0450-0011	Transfer From Other Funds		
	BEGINNING BALANCE	8,524.00	.00
	Sub-Dept. TOTAL . . . . . : LEGAL REC.	952,048.00	1,121,493.80-
	Department TOTAL . . . . . : CO.RECORDER.	952,048.00	1,121,493.80-

McLean County
DATE 10/02/03
TIME 20:03:01

F I N A N C I A L M A N A G E M E N T
REVENUE LEDGER - SUMMARY LISTING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	REVENUES
	MONTH TOTAL: SEPTEMBER 2003	5,524.00	.00
	Base Acct#/Detl Acct# TOTAL: Unappro Fd	88,023.00	.00
	Base Acct#/Detl Acct# TOTAL: Doc Storag	125,000.00	148,988.00-
0137-0006-0008 0410-0181	GIS Document Fees		
	Base Acct#/Detl Acct# TOTAL: GIS Doc Fe	.00	49,465.00-
	Sub-Dept. TOTAL . . . . . : LEGAL REC.	213,023.00	198,453.00-

McLean County
DATE 10/02/03
TIME 20:03:08

F I N A N C I A L M A N A G E M E N T
REVENUE LEDGER - SUMMARY LISTING

PAGE 1
GL1450
TAX19

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	REVENUES
MONTH TOTAL: SEPTEMBER 2003		.00	12,126.00-
Base Acct#/Detl Acct# TOTAL: GIS Doc Fe		80,000.00	99,225.00-
Fund TOTAL . . . . . : GIS FEES		80,000.00	99,225.00-

McLean County
DATE 10/02/03
TIME 20:03:08

F I N A N C I A L M A N A G E M E N T
REVENUE LEDGER - SUMMARY LISTING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	REVENUES
	MONTH TOTAL: SEPTEMBER 2003	.00	2,755.80-
	Base Acct#/Detl Acct# TOTAL: Copy Fees	25,000.00	34,180.80-
	Base Acct#/Detl Acct# TOTAL: Recording	550,000.00	775,413.00-
0001-0006-0008 0410-0032	Sale Of Revenue Stamps	350,000.00	295,664.00-
	Base Acct#/Detl Acct# TOTAL: Rev.Stamps		
0001-0006-0008 0410-0128	Microfilm Roll Sales	5,000.00	3,492.00-
	BEGINNING BALANCE		
0001-0006-0008 0450-0011	Transfer From Other Funds	8,524.00	.00
	BEGINNING BALANCE		
	Sub-Dept. TOTAL . . . . . : Legal Rec.	962,048.00	1,121,493.80-
	Department TOTAL . . . . . : CO.RECORDR	962,048.00	1,121,493.80-

RECONCILIATION OF STATE REVENUE STAMP INVENTORY AND RECEIPTS TO THE GL FOR January 2003						
RECORDER				GENERAL LEDGER Acct# 0151-0126-0001		
Inventory as of 12/31/03	*	56006.04		General Ledger as of 12/31/02	22,592.25	H
Inventory Purchases		75,000.00	B	Inventory Purchases	75,000.00	I
Inventory as of 1/31/03	*	(31,337.04)	C	General Ledger as of 1/2/03	34,914.25	J
Total Receipts As of 1/31/03	*	49269.60	D=SUM(A:B)			
				Total	132588.00	K=SUM(H:J)
Plus 12/31/03 cpts T/I 1/2/03		19,575.50	E			
Less 1/31/03 Rcpts T/I 2/1/03		(3993.00)	F			
		-(2263.50)				
Total		132588.00	G=SUM(D:F)			

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Receipts should reflect a $-2,263.50 for stamps from 12/31/02 from 8:00 AM - thru 12:00 noon. That amount was credited on 12/31

Prepared 9/4/03 by Sharon K. Dunham
Chief Deputy Recorder

Ruth Zbylut
Recorder 10/3/03

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 12/31/2002 Cash/Check/ Change	Month-to-date Totals thru 12/31/2002 Charge	Month-to-date Totals thru 12/31/2002 Total
001-6-8-410-008-03	COPY FEES	$4.00	$898.50	$902.50	$1,144.25	$3,190.80	$4,335.05
001-6-8-410-029-03	RECORDING FEES	$3,753.00	$5,170.00	$8,923.00	$51,428.00	$43,360.00	$94,788.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$9,787.75	$0.00	$9,787.75	$39,551.00	$0.00	$39,551.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$1,222.90	$0.00	$1,222.90	$59,583.20	$0.00	$59,583.20
137-6-8-410-089-28	DOCUMENT STORAGE	$687.00	$900.00	$1,587.00	$10,373.00	$7,690.00	$18,063.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$227.00	$302.00	$529.00	$3,448.00	$2,542.00	$5,990.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$19,575.50	$0.00	$19,575.50	$79,102.00	$0.00	$79,102.00
167-6-8-410-181-10	GIS FUND	$455.00	$603.00	$1,058.00	$6,901.00	$5,124.00	$12,025.00
	Final Totals :	**$35,712.15**	**$7,873.50**	**$43,585.65**	**$251,530.45**	**$61,906.80**	**$313,437.25**

33

MONTH OF December ~~19~~ 2002

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
12/2 1	84[illegible]	[illegible]	
12/3 1	847[illegible]496	422204	
12/4	849[illegible]	253954	
12/5	851[illegible]	1304	
12/6 1	85181696	7501304	192683000
12/9	85579646 / 85957646	7103354 / 6725354	
12/10	86058896	6624104	
12/11	86380996	6302004	
12/12	86713446	5969554	
12/13	86927296	5755704	
12/16	87188746	5494254	
12/17	87406346	5276654	
12/18	88010246	4672754	
12/19	88536746	4146254	
12/20	88713046	3969954	
12/23	88980146	3702854	
12/24	89091446	3591554	
12/26	89150346	3532654	
12/27	89593996	3089004	
12/30	90164846	2518154	
12/31	92122396	560604	

MCLEAN COUNTY RECORDER

DATE December 31,

Through 12 noon fo

12/31/200

TURN - IN

COPY FEES	0001-0006-0008-0410-0008	0340	3.00
RECORDING FEES	0001-0006-0008-0410-0029	0350	1,723.00
COUNTY REVENUE STAMPS	0001-0006-0008-0410-0032	0360	1,131.75
MICROFILM SALES	0001-0006-0008-0410-0128	1001	—
RECORDER RECEIVABLE	0001-0122-0022	xxxx	1132.90
DOCUMENT STORAGE	0137-0006-0008-0410-0089	2840	336.00
GIS DOCUMENT STORAGE	0137-0006-0008-0410-0181	1003	111.00
DOCUMENT STORAGE RECEIVABLE	0137-0122-0022	xxxx	45.00
STATE REVENUE STAMPS	0151-0126-0001	9032	2,263.50
GIS FUND	0167-0006-0008-0410-0181	1002	222.00
GIS RECEIVABLE	0167-0122-0022	xxxx	45.00
TOTAL			7,013.15

Currency 3.00
Coin —
Checks 7,010.15
110

REVENUE ACCRUALS FOR CHARGES

COPY FEES	DR 0001-0122-0022 CR 0001-0006-0008-0410-0008	99.00
RECORDING FEES	DR 0001-0122-0022 CR 0001-0006-0008-0410-0029	3,478.00
MICROFILM SALES	DR 0001-0122-0022 CR 0001-0006-0008-0410-0128	—
DOCUMENT STORAGE	DR 0137-0122-0022 CR 0137-0006-0008-0410-0089	615.00
GIS DOCUMENT STORAGE	DR 0137-0122-0022 CR 0137-0006-0008-0410-0181	206.00

2 206343

Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 2/28/2003: Cash/Check/ Change	Month-to-date Totals thru 2/28/2003: Charge	Month-to-date Totals thru 2/28/2003: Total
001-6-8-410-008-03	COPY FEES	$30.50	$499.40	$529.90	$761.00	$2,625.10	$3,386.10
001-6-8-410-029-03	RECORDING FEES	$2,310.00	$1,149.00	$3,459.00	$46,427.00	$27,066.00	$73,493.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,479.50	$0.00	$1,479.50	$21,610.50	$0.00	$21,610.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$76.00	$0.00	$76.00	$40,091.10	$0.00	$40,091.10
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$495.00	$0.00	$495.00
137-6-8-410-089-28	DOCUMENT STORAGE	$465.00	$219.00	$684.00	$9,631.00	$4,897.00	$14,528.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$154.00	$74.00	$228.00	$3,202.00	$1,614.00	$4,816.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$2,959.00	$0.00	$2,959.00	$43,221.00	$0.00	$43,221.00
167-6-8-410-181-10	GIS FUND	$310.00	$146.00	$456.00	$6,413.00	$3,259.00	$9,672.00
	Final Totals :	**$7,784.00**	**$2,087.40**	**$9,871.40**	**$171,851.60**	**$39,461.10**	**$211,312.70**

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Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 1/31/2003 Cash/Check/ Change	Month-to-date Totals thru 1/31/2003 Charge	Month-to-date Totals thru 1/31/2003 Total
001-6-8-410-008-03	COPY FEES	$139.00	$527.00	$666.00	$1,099.00	$3,133.70	$4,232.70
001-6-8-410-029-03	RECORDING FEES	$2,167.00	$1,203.00	$3,370.00	$51,602.00	$28,030.00	$79,632.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,996.50	$0.00	$1,996.50	$24,634.50	$0.00	$24,634.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$0.00	$0.00	$0.00	$61,237.40	$0.00	$61,237.40
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$330.00	$0.00	$330.00
137-6-8-410-089-28	DOCUMENT STORAGE	$447.00	$225.00	$672.00	$10,658.00	$4,983.00	$15,641.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$149.00	$75.00	$224.00	$3,545.00	$1,650.00	$5,195.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$3,993.00	$0.00	$3,993.00	$49,269.00	$0.00	$49,269.00
167-6-8-410-181-10	GIS FUND	$298.00	$150.00	$448.00	$7,095.00	$3,323.00	$10,418.00
	Final Totals :	**$9,189.50**	**$2,180.00**	**$11,369.50**	**$209,469.90**	**$41,119.70**	**$250,589.60**

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Ruth Weber

Recorder

Monthly Account Balances

Final For: 01/2003

Account Number	Account Description	Month-to-date Totals Cash	Month-to-date Totals Charge	Month-to-date Totals Total	Year-to-date Totals Cash	Year-to-date Totals Charge	Year-to-date Totals Total
001-6-8-410-008-03	COPY FEES	$1,099.00	$3,133.70	$4,232.70	$1,099.00	$3,133.70	$4,232.70
001-6-8-410-029-03	RECORDING FEES	$51,600.00	$28,032.00	$79,632.00	$51,600.00	$28,032.00	$79,632.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$24,634.50	$0.00	$24,634.50	$24,634.50	$0.00	$24,634.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$61,237.40	$0.00	$61,237.40	$61,237.40	$0.00	$61,237.40
001-6-8-410-128-10	MICROFILM SALES	$330.00	$0.00	$330.00	$330.00	$0.00	$330.00
137-6-8-410-089-28	DOCUMENT STORAGE	$10,661.00	$4,980.00	$15,641.00	$10,661.00	$4,980.00	$15,641.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$3,544.00	$1,651.00	$5,195.00	$3,544.00	$1,651.00	$5,195.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$49,269.00	$0.00	$49,269.00	$49,269.00	$0.00	$49,269.00
167-6-8-410-181-10	GIS FUND	$7,095.00	$3,323.00	$10,418.00	$7,095.00	$3,323.00	$10,418.00
	Final Total :	##########	**$41,119.70**	**$250,589.60**	##########	**$41,119.70**	**$250,589.60**

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McLean County
DATE 9/03/03
TIME 8:46:03

F I N A N C I A L M A N A G E M E N T
ACCUMULATED TRANSACTION LISTING

PROJECT / G/L ACCOUNT NUMBER	EFF DATE	JOURNAL	TYPE	TYPE SOURCE	DESCRIPTION	BUDGET AMOUNT	CURRENT AMOUNT	ACTUAL BALANCE
					Transaction			
	12/31/2002	300375	RA	JE	Sale Reven Sale Revenue Stamps (Stat		Fiscal Year To Date	80,454.75
		300319	RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,708.50	74,746.25
					MONTH TOTAL: DECEMBER	.00	7,972.00	22,502.25
	1/06/2003	300057	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,582.00	3,582.00
	1/06/2003	300034	JE	JE	Pwo106 Revenue Account 33		1,650.00	5,232.00
	1/08/2003	300051	JE	JE	Pwo106 Revenue Account 33	75,000.00	1,650.00	3,582.00
		300052	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,650.00	1,932.00
	1/07/2003	300073	RA	JE	Sale Reven Sale Revenue Stamps (Stat		972.50	75,382.25
	1/08/2003	300096	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,036.00	72,346.25
	1/09/2003	300107	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,144.50	71,201.75
	1/10/2003	300122	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,346.00	68,855.75
	1/14/2003	300153	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,625.00	66,230.75
	1/15/2003	300182	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,144.50	65,086.25
		300187	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,250.00	62,836.25
	1/16/2003	300210	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,722.00	61,114.25
			RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,340.00	55,774.25
	1/17/2003	300228	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,257.50	53,516.75
	1/21/2003	300289	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,323.00	51,193.75
	1/22/2003	300288	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,133.00	50,060.75
	1/23/2003	300287	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,200.50	46,860.25
	1/24/2003	300303	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,651.50	45,208.75
	1/27/2003	300315	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,650.00	43,558.75
	1/28/2003	300358	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,737.50	41,821.25
	1/30/2003	300426	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,797.00	39,024.25
		300426	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,111.00	35,907.25
		300426	RA	JE	Sale Reven Sale Revenue Stamps (Stat		993.00	34,914.25
					MONTH TOTAL: JANUARY	75,000.00	62,568.00	34,914.25
	2/06/2003	300435	RA	JE	Sale Reven Sale Revenue Stamps (Stat		4,993.00	39,907.25
					MONTH TOTAL: FEBRUARY	.00	3,993.00	39,907.25
Base Acct#/Detl Acct# TOTAL: Supplies						75,000.00	74,553.00	30,921.25
Fund TOTAL . . . . . : REV.STAMPS						75,000.00	74,553.00	30,921.25

Copyright Express 12

RECONCILIATION OF STATE REVENUE STAMP
INVENTORY AND RECEIPTS TO THE GL FOR February 2003

RECORDER				GENERAL LEDGER Acct# 0151-0126-0001		
Inventory as of 1/31/03		31,337.04	A	General Ledger as of 1/3/03	34,914.25	H
Inventory Purchases		75,000.00	B	Inventory Purchases	75,000.00	I
Inventory as of 2/28/03		(63,116.04)	C	General Ledger as of 2/28/03	(65,659.25)	J
Total Receipts As of 2/28/03		43,221.00	D=SUM(A:B)			
				Total	44,255.00	K=SUM(H:J)
Plus 1/31/03 Rcpts T/I 2/3/03		3993.00	E			
Less 2/28/03 Rcpts T/I 3/3/03		(2959.00)	F			
Total		44,255.00	G=SUM(D:F)			

Prepared 9/4/03 by Sharon K. Dunham
Chief Deputy Recorder

Ruth Zeller 10/3/03
Recorder

Reviewed: Rebecca Mitchell 10/2/03
Treasurer

Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 2/28/2003: Cash/Check/ Change	Month-to-date Totals thru 2/28/2003: Charge	Month-to-date Totals thru 2/28/2003: Total
001-6-8-410-008-03	COPY FEES	$30.50	$499.40	$529.90	$761.00	$2,625.10	$3,386.10
001-6-8-410-029-03	RECORDING FEES	$2,310.00	$1,149.00	$3,459.00	$46,427.00	$27,066.00	$73,493.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,479.50	$0.00	$1,479.50	$21,610.50	$0.00	$21,610.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$76.00	$0.00	$76.00	$40,091.10	$0.00	$40,091.10
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$495.00	$0.00	$495.00
137-6-8-410-089-28	DOCUMENT STORAGE	$465.00	$219.00	$684.00	$9,631.00	$4,897.00	$14,528.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$154.00	$74.00	$228.00	$3,202.00	$1,614.00	$4,816.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$2,959.00	$0.00	$2,959.00	$43,221.00	$0.00	$43,221.00
167-6-8-410-181-10	GIS FUND	$310.00	$146.00	$456.00	$6,413.00	$3,259.00	$9,672.00
	Final Totals :	**$7,784.00**	**$2,087.40**	**$9,871.40**	**$171,851.60**	**$39,461.10**	**$211,312.70**

41

Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 1/31/2003: Cash/Check/ Change	Month-to-date Totals thru 1/31/2003: Charge	Month-to-date Totals thru 1/31/2003: Total
001-6-8-410-008-03	COPY FEES	$139.00	$527.00	$666.00	$1,099.00	$3,133.70	$4,232.70
001-6-8-410-029-03	RECORDING FEES	$2,167.00	$1,203.00	$3,370.00	$51,602.00	$28,030.00	$79,632.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,996.50	$0.00	$1,996.50	$24,634.50	$0.00	$24,634.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$0.00	$0.00	$0.00	$61,237.40	$0.00	$61,237.40
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$330.00	$0.00	$330.00
137-6-8-410-089-28	DOCUMENT STORAGE	$447.00	$225.00	$672.00	$10,658.00	$4,983.00	$15,641.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$149.00	$75.00	$224.00	$3,545.00	$1,650.00	$5,195.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$3,993.00	$0.00	$3,993.00	$49,269.00	$0.00	$49,269.00
167-6-8-410-181-10	GIS FUND	$298.00	$150.00	$448.00	$7,095.00	$3,323.00	$10,418.00
	Final Totals :	**$9,189.50**	**$2,180.00**	**$11,369.50**	**$209,469.90**	**$41,119.70**	**$250,589.60**

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MONTH OF January 19 ~~19~~ 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
1/2	9 2 2 8 5 0 9 6	3 9 7 9 0 4	
1/3	9 2 5 0 5 9 4 6	1 7 7 0 5 4	
1/6	9 2 5 0 5 9 4 6	7 6 7 7 0 5 4	1 9 2 5 0 5 9 4 6
1/6	9 2 6 0 3 1 9 6	7 5 7 9 8 0 4	
1/7	9 2 9 0 6 7 9 6	7 2 7 6 2 0 4	
1/8	9 3 0 2 1 2 9 6	7 1 6 1 9 3 4	
1/9	9 3 2 5 5 8 4 6	6 9 2 7 1 5 4	
1/10	9 3 5 4 3 3 4 6	6 6 3 9 6 5 4	
1/13	9 3 9 6 2 5 4 6	6 2 2 0 4 5 4	
1/14	9 4 1 3 4 7 4 6	6 0 4 8 2 5 4	
1/15	9 4 3 9 8 7 4 6	5 7 9 4 2 5 4	
1/16	9 4 6 2 4 4 9 6	5 5 5 8 5 0 4	
1/17	9 4 8 5 6 7 9 6	5 3 2 6 2 0 4	
1/21	9 4 9 7 0 0 9 6	5 2 1 2 9 0 4	
1/22	9 5 2 9 0 1 4 6	4 8 9 2 8 5 4	
1/23	9 5 6 6 4 8 4 6	4 5 1 8 1 5 4	
1/24	9 5 8 2 0 8 4 6	4 3 6 2 1 5 4	
1/27	9 5 9 6 3 8 9 6	4 2 1 9 1 0 4	
1/28	9 6 2 3 9 5 9 6	3 9 4 3 4 0 4	
1/29	9 6 5 5 0 6 9 6	3 6 3 2 9 5 4	
1/30	9 6 6 4 9 9 9 6	3 5 3 3 0 0 4	
1/31	9 7 0 4 9 3 9 6	3 1 3 3 7 0 4	
	0		

MONTH OF February 19 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)	
	7 6 6 4 9 2 9 6	3 1 3 3 7 0 4	(Balance forward)	
2/3	9 7 1 3 8 7 9 6	3 0 4 4 2 0 4		
2/4	9 7 9 0 3 6 4 6	2 3 7 9 3 0 4		
2/5	9 8 0 8 1 6 4 6	2 1 0 1 3 0 4		
2/6	9 8 2 3 3 4 4 6	1 9 4 9 5 5 4		1 9 6 3 7 0 4
2/7	9 8 3 4 4 9 4 6	1 8 3 5 1 0 4		1 8 3 8 1 0 4
2/10	9 8 5 5 0 0 9 6	1 6 3 2 9 0 4		
2/11	9 8 8 6 8 9 4 6	1 2 9 4 0 5 4		
2/12	9 9 0 1 8 3 9 6	1 1 6 4 6 0 4		
2/13	9 9 2 3 4 7 9 6	9 4 8 2 0 4		
2/14	9 9 2 6 4 1 4 6	9 1 8 8 5 4		
2/18	9 9 7 8 3 8 9 6	3 9 9 1 0 4		
2/19	9 9 9 5 2 0 4 6	2 3 0 1 5 4		
2/20	0 0 0 8 2 1 4 6	1 0 0 8 5 4		
2/21	0 0 1 8 2 8 9 6	1 0 4	7 4 7 1 4 0 4	-285.96
2/25	0 0 1 8 2 8 9 6	7 5 0 0 1 0 4	2 0 7 6 8 3 0 0 0	
2/26	0 0 3 9 6 9 9 6	2 2 7 2 0 0 4		
2/27	0 0 6 1 7 7 9 6	1 0 6 3 9 0 4	7 0 4 9 3 0 4	
2/28	0 0 8 5 7 8 9 6	6 8 2 5 1 0 4		
2/	0 1 0 7 5 4 9 6	6 6 0 7 5 0 4		
2/28	0 1 3 7 1 3 9 6	6 2 1 1 6 0 4		

McLean County
DATE 9/03/03
TIME 8:45:30

F I N A N C I A L M A N A G E M E N T
ACCUMULATED TRANSACTION LISTING

PAGE 1
GL1320
TAX1

TRAN JRN

PROJECT #	G/L DATE	JOURNAL	TYPE	TYPE SOURCE	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT	ACTUAL BALANCE
G/L ACCOUNT NUMBER:	0151 0126-0001				Inventory		FISCAL YEAR TO DATE:	41,775.25
	1/31/2003	300426	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,787.00	39,018.25
		300426	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,111.00	35,907.25
		300426	RA	JE	Sale Reven Sale Revenue Stamps (Stat		993.00	34,914.25
					MONTH TOTAL: JANUARY	.00	6,861.00	34,914.25 H
	2/03/2003	300435	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,333.00	30,921.25
	2/04/2003	300440	RA	JE	Sale Reven Sale Revenue Stamps (Stat		895.00	30,026.25
	2/05/2003	300469	RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,649.00	24,377.25
	2/06/2003	300520	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,780.00	20,597.25
	2/07/2003	300540	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,376.00	19,221.25
	2/10/2003	300555	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,256.00	17,965.25
	2/11/2003	300573	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,052.00	15,913.25
	2/12/2003	300608	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,308.00	12,605.25
	2/13/2003	300620	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,232.00	11,336.25
	2/14/2003	300635	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,164.00	9,058.25
	2/19/2003	300687	RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,197.50	3,860.75
		300687	RA	JE	Sale Reven Sale Revenue Stamps (Stat		293.50	3,575.25
	2/20/2003	300704	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,689.50	1,885.75
	2/21/2003	300719	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,293.00	592.75
	2/24/2003	300725	JE	JE	pw022403 Revenue Stamp	75,000.00 I		75,592.75
	2/25/2003	300786	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,793.00	73,799.75
	2/26/2003	300785	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,427.00	71,372.75
	2/27/2003	300813	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,234.50	70,[illegible]
		300813	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,242.00	67,[illegible]
	2/28/2003	300822	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,176.00	65,659.25
					MONTH TOTAL: FEBRUARY	75,000.00	44,255.00 K	65,659.25 J
					MONTH TOTAL: MARCH	.00	.00	65,659.25
					Base Acct# Debt Acct# TOTAL: Supplies	75,000.00	51,116.00	65,659.25
Fund TOTAL . . . . . : REV.STAMPS						75,000.00	51,116.00	65,659.25

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RECONCILIATION OF STATE REVENUE STAMP INVENTORY AND RECEIPTS TO THE GL FOR March 2003							
RECORDER				GENERAL LEDGER Acct# 0151-0126-0001			
Inventory as of 2/3/03		109,116.04	A	General Ledger as of 2/30/03		65,659.25	H
Inventory Purchases		0	B	Inventory Purchases		0	I
Inventory as of (3/31/03		(36,51.54)	C	General Ledger as of 3/31/03		(5268.75)	J
Total Receipts As of 3/31/03		59,464.50	D=SUM(A:B)				
				Total		60,391.00	K=SUM(H:J)
Plus 2/20/03 Rcpts T/I 3/3/03		2959.00	E				
Less 3/31/03 Rcpts T/I 4/1/03		(2032.50)	F				
Total		60391.00	G=SUM(D:F)				

Prepared 9/4/03 by Shark K. Queenan
Chief Deputy Recorder

Reviewed: Rebecca Nisley 10/2/03
Treasurer

Ruth Elder 10/3/03
Recorder

Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 2/28/2003: Cash/Check/ Change	Month-to-date Totals thru 2/28/2003: Charge	Month-to-date Totals thru 2/28/2003: Total
001-6-8-410-008-03	COPY FEES	$30.50	$499.40	$529.90	$761.00	$2,625.10	$3,386.10
001-6-8-410-029-03	RECORDING FEES	$2,310.00	$1,149.00	$3,459.00	$46,427.00	$27,066.00	$73,493.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,479.50	$0.00	$1,479.50	$21,610.50	$0.00	$21,610.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$76.00	$0.00	$76.00	$40,091.10	$0.00	$40,091.10
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$495.00	$0.00	$495.00
137-6-8-410-089-28	DOCUMENT STORAGE	$465.00	$219.00	$684.00	$9,631.00	$4,897.00	$14,528.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$154.00	$74.00	$228.00	$3,202.00	$1,614.00	$4,816.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$2,959.00	$0.00	$2,959.00	$43,221.00	$0.00	$43,221.00
167-6-8-410-181-10	GIS FUND	$310.00	$146.00	$456.00	$6,413.00	$3,259.00	$9,672.00
	Final Totals :	**$7,784.00**	**$2,087.40**	**$9,871.40**	**$171,851.60**	**$39,461.10**	**$211,312.70**

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Ruth Weber

Recorder

Monthly Recipient Balances

Final For: 03/2003

Recipient Code	Recipient Name	Monthly Totals Cash	Monthly Totals Charge	Monthly Totals Total	Year-to-date Totals Cash	Year-to-date Totals Charge	Year-to-date Totals Total
1	GENERAL FUND	$83,902.75	$28,057.35	$111,960.10	$236,994.00	$81,754.90	$318,748.90
2	DOCUMENT STORAGE FUND	$15,719.25	$4,584.75	$20,304.00	$46,160.50	$14,323.50	$60,484.00
3	STATE REVENUE STAMPS	$52,218.50	$7,246.00	$59,464.50	$133,473.00	$18,481.50	$151,954.50
4	GIS FUND	$7,847.50	$2,304.50	$10,152.00	$23,053.50	$7,188.50	$30,242.00
5	PAYMENT ON ACCOUNT	$41,125.20	$0.00	$41,125.20	$142,453.70	$0.00	$142,453.70
7	COPIES	$0.00	$417.00	$417.00	$0.00	$1,442.00	$1,442.00
	Final Total :	**$200,813.20**	**$42,609.60**	**$243,422.80**	**$582,134.70**	**$123,190.40**	**$705,325.10**

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Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 3/31/2003 Cash/Check/ Change	Month-to-date Totals thru 3/31/2003 Charge	Month-to-date Totals thru 3/31/2003 Total
001-6-8-410-008-03	COPY FEES	$26.00	$650.60	$676.60	$738.25	$3,438.60	$4,176.85
001-6-8-410-029-03	RECORDING FEES	$2,758.00	$1,534.00	$4,292.00	$49,376.00	$28,872.00	$78,248.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,016.25	$0.00	$1,016.25	$29,732.25	$0.00	$29,732.25
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$98.10	$0.00	$98.10	$41,125.20	$0.00	$41,125.20
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$220.00	$0.00	$220.00
137-6-8-410-089-28	DOCUMENT STORAGE	$590.00	$298.00	$888.00	$10,093.00	$5,148.00	$15,241.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$195.00	$101.00	$296.00	$3,354.00	$1,709.00	$5,063.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$2,032.50	$0.00	$2,032.50	$59,464.50	$0.00	$59,464.50
167-6-8-410-181-10	GIS FUND	$391.00	$201.00	$592.00	$6,710.00	$3,442.00	$10,152.00
	Final Totals :	**$7,106.85**	**$2,784.60**	**$9,891.45**	**$200,813.20**	**$42,609.60**	**$243,422.80**

MONTH OF March, 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
2	0 1 3 7 1 3 9 6	6 3 1 1 6 0 1	Balance brought forward
3/3	0 1 6 6 4 5 4 6	6 0 1 2 4 5 4	
3/4	0 2 1 4 5 3 4 6	5 5 3 9 6 5 4	
3/5	0 2 3 7 2 7 4 6	5 3 1 0 2 5 4	
3/6	0 2 6 8 5 2 4 6	4 9 9 7 7 2 4	
3/7	0 2 8 7 3 3 4 6	4 8 0 9 6 5 4	
3/10	0 2 9 3 8 9 9 6	4 7 4 4 0 0 4	
3/11	0 3 6 3 4 4 4 6	4 0 4 8 5 5 4	
3/12	0 3 8 7 2 1 9 6	3 8 1 0 8 0 4	
3/13	0 3 9 3 1 3 9 6	3 7 5 1 6 0 4	
3/14	0 4 2 3 1 9 4 6	3 3 9 8 1 5 4	
3/17	0 4 5 3 2 9 4 6	3 1 5 0 0 5 4	
3/18	0 4 6 0 7 2 9 6	3 0 7 5 7 0 4	
3/19	0 5 1 3 3 4 4 6	2 5 4 9 3 5 4	
3/20	0 5 3 2 8 9 9 6	2 3 5 4 0 0 4	
3/21	0 5 4 1 3 2 4 6	2 0 6 9 7 5 4	
3/24	0 6 1 0 2 5 9 6	1 5 8 0 4 0 4	
3/25	0 6 2 7 5 6 9 6	1 4 0 7 3 0 4	
3/26	0 6 6 8 0 2 4 6	1 0 0 2 7 5 4	
3/27	0 7 0 1 7 4 4 6	6 6 5 5 5 4	
3/28	0 7 1 1 4 5 9 6	5 6 8 4 0 4	
3/31	0 7 3 1 7 8 4 6	3 6 5 1 5 4	

MONTH OF February 19 200

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	96649296	3133704	(Balance for E)
2/3	97138796	3044204	
2/4	97803696	2379304	
2/5	98081696	2101304	
2/6	98233446	1949754	
2/7	98344196	1838104	
2/10	98550096	1632904	
2/11	98888946	1294054	
2/12	99018396	1164604	
2/13	99234796	948204	
2/14	99264146	918854	
2/18	99783896	399104	
2/19	99952846	230154	
2/21	00082146	100854	
2/22	00182896	104	7471404
2/25	00182896	7500104	207683000
2/26	00390996	7292004	
2/25	00617796	7063204	
2/26	00857896	6825104	
2/27	01075496	6607504	
2/28	01371396	6311604	

McLean County
DATE 9/03/03
TIME 9:44:55

F I N A N C I A L M A N A G E M E N T
ACCUMULATED TRANSACTION LISTING

PAGE 1
GL1320
TAX1

TRAN JRN

PROJECT #	G/L DATE	JOURNAL	TYPE	TYPE SOURCE	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT	ACCUM BALANCE
G/L ACCOUNT NUMBER:	0151-0126-0001				Inventory	FISCAL YEAR TO DATE:		87,835.25
	2/28/2003	300822	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,176.00	55,659.25
					MONTH TOTAL: FEBRUARY	.00	2,176.00	55,659.25
	3/03/2003	300841	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,959.00	52,700.25
	3/04/2003	300878	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/05/2003	300900	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/06/2003	300917	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/07/2003	300921	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/10/2003	300948	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,881.00	47,680.75
	3/11/2003	300969	RA	JE	Sale Reven Sale Revenue Stamps (Stat		656.50	47,024.25
	3/12/2003	301004	RA	JE	Sale Reven Sale Revenue Stamps (Stat		6,954.50	40,069.75
	3/13/2003	301382	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,377.50	37,692.25
	3/14/2003	301014	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/17/2003	301047	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/18/2003	301061	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/19/2003	301092	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/21/2003	301108	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,955.50	28,385.75
	3/24/2003	301135	RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,261.50	23,124.25
		301135	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,842.50	20,281.75
	3/25/2003	301161	RA	JE	Sale Reven Sale Revenue Stamps (Stat		4,893.50	15,388.25
	3/26/2003	301206	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/27/2003	301209	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/28/2003	301236	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
	3/31/2003	301241	RA	JE	Sale Reven Sale Revenue Stamps (Stat		[illegible]	[illegible]
					MONTH TOTAL: MARCH	.00	60,391.00	5,268.25
	4/01/2003	301270	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,032.50	3,235.75
		301269	JE	JE	040303bm Revenue Stamp Inv	75,000.00		78,235.75
					MONTH TOTAL: APRIL	75,000.00	2,032.50	78,235.75
					Base Acct#/Detl Acct# TOTAL: Supplies	75,000.00	64,599.50	78,235.75
Fund TOTAL					: REV.STAMPS	75,000.00	64,599.50	78,235.75

RECONCILIATION OF STATE REVENUE STAMP
INVENTORY AND RECEIPTS TO THE GL FOR April 2003

RECORDER				GENERAL LEDGER Acct# 0151-0126-0001		
Inventory as of 3/31/03		3657.54	A	General Ledger as of 3/31/03	5268.25	H
Inventory Purchases		75,000.00	B	Inventory Purchases	75,000.00	I
Inventory as of 4/30/03		(19149.04)	C	General Ledger as of 4/30/03	(20,344.75)	J
Total Receipts As of 4/30/03		59502.50	D=SUM(A:B)			
				Total	59923.50	K=SUM(H:J)
Plus 3/31/03 cpts T/I 4/1/03		2032.50	E			
Less 4/30/03 Rcpts T/I 5/1/03		(1611.50)	F			
Total		59923.50	G=SUM(D:F)			

Prepared 9/4 by Sharon K. Deerdam
Chief Deputy Recorder

Reviewed: Rebecca McNeil 10/2/03
Treasurer

Ruth Zeller 10/3/03
Recorder

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 3/31/2003 Cash/Check/ Change	Month-to-date Totals thru 3/31/2003 Charge	Month-to-date Totals thru 3/31/2003 Total
001-6-8-410-008-03	COPY FEES	$26.00	$650.60	$676.60	$738.25	$3,438.60	$4,176.85
001-6-8-410-029-03	RECORDING FEES	$2,758.00	$1,534.00	$4,292.00	$49,376.00	$28,872.00	$78,248.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,016.25	$0.00	$1,016.25	$29,732.25	$0.00	$29,732.25
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$98.10	$0.00	$98.10	$41,125.20	$0.00	$41,125.20
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$220.00	$0.00	$220.00
137-6-8-410-089-28	DOCUMENT STORAGE	$590.00	$298.00	$888.00	$10,093.00	$5,148.00	$15,241.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$195.00	$101.00	$296.00	$3,354.00	$1,709.00	$5,063.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$2,032.50	$0.00	$2,032.50	$59,464.50	$0.00	$59,464.50
167-6-8-410-181-10	GIS FUND	$391.00	$201.00	$592.00	$6,710.00	$3,442.00	$10,152.00
	Final Totals :	**$7,106.85**	**$2,784.60**	**$9,891.45**	**$200,813.20**	**$42,609.60**	**$243,422.80**

MONTH OF March 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
2	01371396	63116 04	(Balance forward)
3/3	01664546	60134 54	
3/4	02145346	55376 54	
3/5	02372746	53102 54	
3/6	02685246	49977 [illegible]	
3/7	02879346	48076 54	
3/10	02938996	47440 04	
3/11	03634446	40485 54	
3/12	03872196	38108 04	
3/13	03931396	37516 04	
3/14	04231946	33981 54	
3/17	04532946	31500 54	
3/18	04607296	30757 04	
3/19	05133446	25495 54	
3/20	05328996	23540 04	
3/21	05613246	20697 54	
3/24	06102596	15804 04	
3/25	06275696	14073 04	
3/26	06680246	10027 54	
3/27	07017446	6655 54	
3/28	07114596	5684 04	
3/31	07317846	3651 54	

MONTH OF April 19 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Balance Forward		365154
4/12	07663996	19004	
4/22	07663996	7519004	215183000
4/22	08236796	6946204	
4/32	08616796	6566204	
4/42	09051496	6131504	
4/72	09616846	5566154	
4/82	09739846	5443154	
4/92	10076646	5106354	
4/102	10284676	4898304	
4/112	10971546	4211454	
4/142	11057246	4125754	
4/152	11117246	4065754	
4/162	11350376	3832604	
4/172	11427046	3755954	
4/182	11639896	3543104	
4/262	11771596	3411404	
4/222	12012746	3170254	
4/232	12123396	3059604	
4/242	12327746	2855254	
4/252	12541096	2641904	
4/262	12728396	2254604	
4/272	13104446	2078554	
4/302	13197696	1985304	Stamp Machine to be repair reading up to the time they took machine
4/302	13265596	1917404	67900 remainder of 4/30/03 PMO

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 4/30/2003 Cash/Check/ Change	Month-to-date Totals thru 4/30/2003 Charge	Month-to-date Totals thru 4/30/2003 Total
001-6-8-410-008-03	COPY FEES	$3.00	$750.40	$753.40	$814.50	$3,824.30	$4,638.80
001-6-8-410-029-03	RECORDING FEES	$2,128.00	$1,280.00	$3,408.00	$53,956.00	$34,437.00	$88,393.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$805.75	$0.00	$805.75	$29,751.25	$0.00	$29,751.25
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$879.00	$0.00	$879.00	$42,962.40	$0.00	$42,962.40
137-6-8-410-089-28	DOCUMENT STORAGE	$393.00	$219.00	$612.00	$10,855.00	$6,028.00	$16,883.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$130.00	$74.00	$204.00	$3,605.00	$2,004.00	$5,609.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$1,611.50	$0.00	$1,611.50	$59,502.50	$0.00	$59,502.50
167-6-8-410-181-10	GIS FUND	$262.00	$146.00	$408.00	$7,218.00	$4,028.00	$11,246.00
	Final Totals :	**$6,212.25**	**$2,469.40**	**$8,681.65**	**$208,664.65**	**$50,321.30**	**$258,985.95**

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Account Number	Account Description	Month-to-date Totals Cash	Charge	Total	Year-to-date Totals Cash	Charge	Total
001-6-8-410-008-03	COPY FEES	$814.50	$3,824.30	$4,638.80	$5,684.90	$27,214.65	$32,899.55
001-6-8-410-029-03	RECORDING FEES	$53,956.00	$34,437.00	$88,393.00	##########	$277,426.00	$716,960.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$29,751.25	$0.00	$29,751.25	##########	$0.00	$271,008.75
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$42,962.40	$0.00	$42,962.40	##########	$0.00	$439,940.25
137-6-8-410-089-28	DOCUMENT STORAGE	$10,855.00	$6,028.00	$16,883.00	$88,960.00	$48,602.00	$137,562.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$3,605.00	$2,004.00	$5,609.00	$29,569.00	$16,118.00	$45,687.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$59,502.50	$0.00	$59,502.50	##########	$0.00	$542,017.50
167-6-8-410-181-10	GIS FUND	$7,218.00	$4,028.00	$11,246.00	$59,188.00	$32,435.00	$91,623.00
	Final Total :	##########	**$50,321.30**	**$258,985.95**	##########	**$401,795.65**	**$2,277,698.05**

TRAN JRN

PROJECT #	G/L DATE	JOURNAL	TYPE	TYPE SOURCE	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT	ACTUAL BALANCE
G/L ACCOUNT NUMBER:	0151 0126-0001				Inventory	FISCAL YEAR TO DATE:		5,239.75
	3/31/2003	301241	RA	JE Sale Reven Sale Revenue Stamps (Stat			971.50	5,268.25
				MONTH TOTAL: MARCH		.00	971.50	5,268.25
	4/01/2003	301270	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,032.50	3,235.75
		301299	JE	JE 040303Sm Revenue Stamp Inv		75,000.00		78,235.75
	4/02/2003	301294	RA	JE Sale Reven Sale Revenue Stamps (Stat			4,862.50	73,373.25
	4/03/2003	301314	RA	JE Sale Reven Sale Revenue Stamps (Stat			4,353.00	69,029.25
	4/04/2003	301331	RA	JE Sale Reven Sale Revenue Stamps (Stat			3,800.00	65,221.25
	4/07/2003	301353	RA	JE Sale Reven Sale Revenue Stamps (Stat			4,347.00	60,874.25
	4/08/2003	301383	RA	JE Sale Reven Sale Revenue Stamps (Stat			5,653.50	55,220.75
	4/09/2003	301424	RA	JE Sale Reven Sale Revenue Stamps (Stat			1,230.00	53,990.75
	4/10/2003	301441	RA	JE Sale Reven Sale Revenue Stamps (Stat			3,368.00	50,622.75
	4/11/2003	301470	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,390.50	48,542.25
	4/14/2003	301525	RA	JE Sale Reven Sale Revenue Stamps (Stat			6,868.50	41,673.75
	4/15/2003	301526	RA	JE Sale Reven Sale Revenue Stamps (Stat			857.00	40,816.75
	4/16/2003	301527	RA	JE Sale Reven Sale Revenue Stamps (Stat			600.00	40,226.75
	4/17/2003	301538	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,331.50	37,885.25
	4/18/2003	301552	RA	JE Sale Reven Sale Revenue Stamps (Stat			766.50	37,118.75
	4/21/2003	301587	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,128.50	34,990.25
	4/22/2003	301598	RA	JE Sale Reven Sale Revenue Stamps (Stat			1,317.00	33,673.25
	4/23/2003	301621	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,411.50	31,261.75
	4/24/2003	301638	RA	JE Sale Reven Sale Revenue Stamps (Stat			1,106.50	30,155.25
	4/25/2003	301649	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,043.50	28,111.75
	4/30/2003	301698	RA	JE Sale Reven Sale Revenue Stamps (Stat			2,133.50	25,978.25
		301693	RA	JE Sale Reven Sale Revenue Stamps (Stat			3,873.00	22,105.25
		301693	RA	JE Sale Reven Sale Revenue Stamps (Stat			1,760.50	20,344.75
				MONTH TOTAL: APRIL		75,000.00	59,923.50	20,344.75
	5/01/2003	301735	RA	JE Sale Reven Sale Revenue Stamps (Stat			1,611.50	18,733.25
				MONTH TOTAL: MAY		.00	1,611.50	18,733.25
	Base Acct#/Detl Acct# TOTAL: Supplies					75,000.00	62,506.50	18,733.25
Fund TOTAL . . . . . : REV.STAMPS						75,000.00	62,506.50	18,733.25

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RECONCILIATION OF STATE REVENUE STAMP
INVENTORY AND RECEIPTS TO THE GL FOR May 2003

RECORDER				GENERAL LEDGER Acct# 0151-0126-0001		
Inventory as of 4/30/03	19853.04	A		General Ledger as of 4/30/03	20,344.75	H
Inventory Purchases	25000.00	B		Inventory Purchases	25,000.00	I
Inventory as of 5/30/03	(25,322.04)			General Ledger as of 5/30/03	(28144.75)	J
Total Recepts as of 4/30/03	68852.00			Total	67,200.00	K=SUM(H:J)
Plus 4/30/03 cpts T/I 5/1/03	1611.50	E		ADJ. INventory	2748.50	
Less 5/30/03 Rcpts T/I 6/2/03	3263.50	F				
Total	67200.00	G=SUM(D:F)		TOTAL	69948.50	

Adj. in turn IN 2748.50

TOTAL 69948.50

Reviewed By: Rebecca McNeil
Treasurer
10/2/03

Prepared by Sharon K. Dunham
Chief Deputy Recorder
9/4/03

Ruth Thelen
Recorder 10/3/03

Daily Account Balances

Preliminary For: 5/8/2003

Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 5/8/2003: Cash/Check/ Change	Month-to-date Totals thru 5/8/2003: Charge	Month-to-date Totals thru 5/8/2003: Total
001-6-8-410-008-03	COPY FEES	$5.25	$222.00	$227.25	$143.50	$839.25	$982.75
001-6-8-410-029-03	RECORDING FEES	$2,631.50	$827.50	$3,459.00	$14,915.50	$7,225.50	$22,141.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,319.50	$285.00	$1,604.50	$8,030.25	$452.00	$8,482.25
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$417.00	$0.00	$417.00	$960.00	$0.00	$960.00
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$742.00	$0.00	$742.00
137-6-8-410-089-28	DOCUMENT STORAGE	$495.00	$159.00	$654.00	$2,985.00	$1,293.00	$4,278.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$165.00	$53.00	$218.00	$995.00	$431.00	$1,426.00
161-0-0-126-001-90	STATE REVENUE STAMPS	$2,748.50	$460.50	$3,209.00	$16,206.00	$758.50	$16,964.50
167-6-8-410-181-10	GIS FUND	$330.00	$106.00	$436.00	$1,990.00	$862.00	$2,852.00
	Final Totals :	**$8,111.75**	**$2,113.00**	**$10,224.75**	**$46,967.25**	**$11,861.25**	**$58,828.50**

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MONTH OF April 19 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Balance Forward		3651554
4/1	07663976	1900 4	
4/2	07663976	7519004	21518300 0
4/22	08236796	6941620 4	
4/3	08161679	6561620 4	
4/4	09051496	6131504	
4/7	09616896	5561554	
4/8	09139846	5541315 4	
4/9	10076645	5106354	
4/10	10384678	4898304	
4/11	10971546	4211454	
4/14	11057326	4112575 4	
4/15	11117596	4065754	
4/16	11350316	3632604	
4/17	11470496	3755954	
4/18	11539896	3543104	
4/21	11711596	3111404	
4/22	12011216	3170254	
4/23	12123396	3059604	
4/24	12321796	2865404	
4/25	12541096	2641904	
4/28	12717236	2465404	
4/29	13104596	2078554	
4/30	13191696	1985304	Stamp machine is for me pair replace yours & return this one for more ride
4/30	13265596	1917404	6790 0
			Mercantile 4/30/03 FMS

MONTH OF May 19 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Balance Forward		1985304
5/1	13679446	1503554	
5/2	13961454	1099554	-2184.54
5/2		917654	-8248.54
5/2	14550996	826954	-6325.54
5/2	14641696	756054	-5418.54
5/2			-2209.54
5/4	15299724	738754	-1142.46
5/2	15833396	685004	-6453.96
5/3	16120046	652954	-9370.46
5/4	16411796	626304	-12317.96
5/5	16690446	599254	-15074.46
5/6	17011646	566654	Stamp machine returned -18333.46
5/9	15141286	754042	22683000 R
5/9	17130109	538195 4	R
5/10	17630910	505190 4	OK
5/11	17969411	471705 4	R
5/12	18487894	419510 4	R
5/13	18851646	388135 4	R
5/14	Holiday		
5/15	19215096	346704	R
5/16	19551796	313554	OK
5/17	19831446	285554	R
5/20	20150796	253204	R

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 5/30/2003 Cash/Check/ Change	Month-to-date Totals thru 5/30/2003 Charge	Month-to-date Totals thru 5/30/2003 Total
001-6-8-410-008-03	COPY FEES	$81.50	$594.10	$675.60	$604.90	$3,447.85	$4,052.75
001-6-8-410-029-03	RECORDING FEES	$1,512.00	$1,175.00	$2,687.00	$52,011.00	$33,297.00	$85,308.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,631.75	$0.00	$1,631.75	$34,426.00	$0.00	$34,426.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$747.00	$0.00	$747.00	$50,944.90	$0.00	$50,944.90
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$742.00	$0.00	$742.00
137-6-8-410-089-28	DOCUMENT STORAGE	$279.00	$198.00	$477.00	$10,519.00	$5,846.00	$16,365.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$92.00	$67.00	$159.00	$3,493.00	$1,947.00	$5,440.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$3,263.50	$0.00	$3,263.50	$68,852.00	$0.00	$68,852.00
167-6-8-410-181-10	GIS FUND	$185.00	$133.00	$318.00	$6,992.00	$3,909.00	$10,901.00
	Final Totals :	**$7,791.75**	**$2,167.10**	**$9,958.85**	**$228,584.80**	**$48,446.85**	**$277,031.65**

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Ruth Weber

Recorder

Monthly Account Balances

Final For: 05/2003

Account Number	Account Description	Month-to-date Totals Cash	Charge	Total	Year-to-date Totals Cash	Charge	Total
001-6-8-410-008-03	COPY FEES	$604.90	$3,447.85	$4,052.75	$4,017.65	$16,469.55	$20,487.20
001-6-8-410-029-03	RECORDING FEES	$52,011.00	$33,297.00	$85,308.00	##########	$151,702.00	$405,074.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$34,426.00	$0.00	$34,426.00	##########	$0.00	$140,154.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$50,944.90	$0.00	$50,944.90	##########	$0.00	$236,361.00
001-6-8-410-128-10	MICROFILM SALES	$742.00	$0.00	$742.00	$1,787.00	$0.00	$1,787.00
137-6-8-410-089-28	DOCUMENT STORAGE	$10,519.00	$5,846.00	$16,365.00	$51,756.00	$26,902.00	$78,658.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$3,493.00	$1,947.00	$5,440.00	$17,199.00	$8,924.00	$26,123.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$68,852.00	$0.00	$68,852.00	##########	$0.00	$280,309.00
167-6-8-410-181-10	GIS FUND	$6,992.00	$3,909.00	$10,901.00	$34,428.00	$17,961.00	$52,389.00
	Final Total :	##########	**$48,446.85**	**$277,031.65**	##########	**$221,958.55**	**$1,241,342.70**

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Account Number	Account Description	Month-to-date Totals Cash	Charge	Total	Year-to-date Totals Cash	Charge	Total
001-6-8-410-008-03	COPY FEES	$604.90	$3,447.85	$4,052.75	$5,769.15	$27,438.65	$33,207.80
001-6-8-410-029-03	RECORDING FEES	$52,011.00	$33,297.00	$85,308.00	##########	$283,388.00	$729,535.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$34,426.00	$0.00	$34,426.00	##########	$0.00	$275,397.75
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$50,944.90	$0.00	$50,944.90	##########	$0.00	$440,794.45
001-6-8-410-128-10	MICROFILM SALES	$742.00	$0.00	$742.00	$3,712.00	$0.00	$3,712.00
137-6-8-410-089-28	DOCUMENT STORAGE	$10,519.00	$5,846.00	$16,365.00	$90,309.00	$49,602.00	$139,911.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$3,493.00	$1,947.00	$5,440.00	$30,018.00	$16,452.00	$46,470.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$68,852.00	$0.00	$68,852.00	##########	$0.00	$550,795.50
167-6-8-410-181-10	GIS FUND	$6,992.00	$3,909.00	$10,901.00	$60,086.00	$33,103.00	$93,189.00
	Final Total :	##########	**$48,446.85**	**$277,031.65**	##########	**$409,983.65**	**$2,313,012.50**

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Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 4/30/2003: Cash/Check/ Change	Month-to-date Totals thru 4/30/2003: Charge	Month-to-date Totals thru 4/30/2003: Total
001-6-8-410-008-03	COPY FEES	$3.00	$750.40	$753.40	$814.50	$3,824.30	$4,638.80
001-6-8-410-029-03	RECORDING FEES	$2,128.00	$1,280.00	$3,408.00	$53,956.00	$34,437.00	$88,393.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$805.75	$0.00	$805.75	$29,751.25	$0.00	$29,751.25
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$879.00	$0.00	$879.00	$42,962.40	$0.00	$42,962.40
137-6-8-410-089-28	DOCUMENT STORAGE	$393.00	$219.00	$612.00	$10,855.00	$6,028.00	$16,883.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$130.00	$74.00	$204.00	$3,605.00	$2,004.00	$5,609.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$1,611.50	$0.00	$1,611.50	$59,502.50	$0.00	$59,502.50
167-6-8-410-181-10	GIS FUND	$262.00	$146.00	$408.00	$7,218.00	$4,028.00	$11,246.00
	Final Totals :	**$6,212.25**	**$2,469.40**	**$8,681.65**	**$208,664.65**	**$50,321.30**	**$258,985.95**

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PROCESS #	G/L DATE	JOURNAL	TRAN JRN ENTRY TYPE	SOURCE	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT	ACCUM. BALANCE
G/L ACCOUNT NUMBER: 0015-0100-0001					Investment			
	4/30/2003	301695	RA	JE	Sale Reven Sale Revenue Stamps (Stat		FISCAL YEAR TO DATE:	26,811.25
		301693	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,938.50	25,072.75
		301693	RA	JE	Sale Reven Sale Revenue Stamps (Stat		4,873.00	22,105.25
							1,750.50	20,344.75
		MONTH TOTAL: APRIL				.00	7,767.00	20,344.75
	5/01/2003	301785	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,611.25	18,733.50
	5/02/2003	301745	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,193.50	16,540.00
	5/05/2003	301700	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,911.00	12,629.00
	5/06/2003	301803	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,936.00	8,693.00
	5/07/2003	301850	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,923.00	6,770.00
	5/09/2003	301894	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,748.50	4,021.50
		301906	JE	JE	051303cd Reverse - Incrct turn-in	2,748.50		6,770.00
		301987	JE	JE	051303cd Reverse Incrct turn-in			
	5/12/2003	302000	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,209.00	3,561.00
		301990	RA	JE	Sale Reven Sale Revenue Stamps (Stat		807.00	4,368.00
	5/13/2003	301997	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,625.00	1,743.00
	5/15/2003	301996	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,581.50	3,324.50
		301995	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,876.50	447.50
	5/19/2003	302028	JE	JE	pw051903 Revenue Stamps	75,000.00	2,947.50	12,758.75
		302036	RA	JE	Sale Reven Sale Revenue Stamps (Stat			62,344.25
		302056	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,756.50	59,484.75
	5/20/2003	302050	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,253.50	56,231.25
	5/21/2003	302077	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,856.00	53,375
	5/23/2003	302112	RA	JE	Sale Reven Sale Revenue Stamps (Stat		12,000.50	41,374.75
		302122	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,863.50	38,511.25
	5/27/2003	302158	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,348.50	41,510.25
	5/28/2003	302196	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,637.50	37,872.75
	5/29/2003	302208	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,634.50	34,238.25
	5/30/2003	302233	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,125.50	31,112.75
		MONTH TOTAL: MAY				77,748.50	59,949.50	29,144.75
	6/02/2003	302249	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,253.50	24,891.25
		MONTH TOTAL: JUNE				.00	3,263.50	24,891.25
67		Base A-1470d	A/c# TOTAL: Stamps			77,748.50	80,776.00	2,863
Fund TOTAL					Rev-Stamps	77,748.50	80,776.00	2,863

RECONCILIATION OF STATE REVENUE STAMP INVENTORY AND RECEIPTS TO THE GL FOR June 2003							
RECORDER					GENERAL LEDGER Acct# 0151-0126-0001		
Inventory as of 5/30/03		25320.04	A		General Ledger as of 5/30/03	38,144.75	H
Inventory Purchases		25,000.00	B		Inventory Purchases	25,000.00	I
Inventory as of 6/30/03		20,864.04	C		General Ledger as of 6/30/03	32,280.75	J
Total Receipts As of 6/30/03		79,458.00	D=SUM(A:B)				
					Total	80,864.00	K=SUM(H:J)
Plus 5/30/03 cpts T/I 6/2/03		3263.50	E				
Less 6/30/03 Rcpts T/I 7/1/03		1857.50	F				
Total		80,864.00	G=SUM(D:F)				

Prepared 9/4 by Sharon K. Durham
Chief Deputy Recorder

Reviewed by: Rebecca McNeil 10/2/03
Treasurer

Ruth Steller 10/3/03
Recorder

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 6/30/2003 Cash/Check/ Change	Month-to-date Totals thru 6/30/2003 Charge	Month-to-date Totals thru 6/30/2003 Total
001-6-8-410-008-03	COPY FEES	$25.00	$677.60	$702.60	$385.50	$3,692.40	$4,077.90
001-6-8-410-029-03	RECORDING FEES	$4,291.00	$1,445.00	$5,736.00	$52,448.00	$35,446.00	$87,894.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$928.75	$0.00	$928.75	$39,729.00	$0.00	$39,729.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$345.00	$0.00	$345.00	$46,566.25	$0.00	$46,566.25
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$660.00	$0.00	$660.00
137-6-8-410-089-28	DOCUMENT STORAGE	$825.00	$264.00	$1,089.00	$10,553.00	$6,396.00	$16,949.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$274.00	$89.00	$363.00	$3,508.00	$2,103.00	$5,611.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$1,857.50	$0.00	$1,857.50	$79,458.00	$0.00	$79,458.00
167-6-8-410-181-10	GIS FUND	$548.00	$178.00	$726.00	$7,020.00	$4,260.00	$11,280.00
	Final Totals :	**$9,094.25**	**$2,653.60**	**$11,747.85**	**$240,327.75**	**$51,897.40**	**$292,225.15**

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Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 5/30/2003 Cash/Check/ Change	Month-to-date Totals thru 5/30/2003 Charge	Month-to-date Totals thru 5/30/2003 Total
001-6-8-410-008-03	COPY FEES	$81.50	$594.10	$675.60	$604.90	$3,447.85	$4,052.75
001-6-8-410-029-03	RECORDING FEES	$1,512.00	$1,175.00	$2,687.00	$52,011.00	$33,297.00	$85,308.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$1,631.75	$0.00	$1,631.75	$34,426.00	$0.00	$34,426.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$747.00	$0.00	$747.00	$50,944.90	$0.00	$50,944.90
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$742.00	$0.00	$742.00
137-6-8-410-089-28	DOCUMENT STORAGE	$279.00	$198.00	$477.00	$10,519.00	$5,846.00	$16,365.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$92.00	$67.00	$159.00	$3,493.00	$1,947.00	$5,440.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$3,263.50	$0.00	$3,263.50	$68,852.00	$0.00	$68,852.00
167-6-8-410-181-10	GIS FUND	$185.00	$133.00	$318.00	$6,992.00	$3,909.00	$10,901.00
	Final Totals :	$7,791.75	$2,167.10	$9,958.85	$228,584.80	$48,446.85	$277,031.65

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MONTH OF June 19 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Balance Forward		2532204
6/2	20487296	2195704	
6/3	22326246	356754	
6/4	22633646	49354	
6/5	23194546	6988454	
6/6	22381746	6801254	
she 6/9	22681496	7501504	230183000
6/9	23530296	6652704	
6/10	24096796	6086204	
6/11	24430496	5752504	
6/12	24579696	5603304	
6/13	22492796	5220204	
6/14			
6/16			
6/17			
6/18			
6/19			
6/20			
6/23	25597296	4585704	
6/24	25851696	4331304	
6/25	26411446	3371554	
6/26	27739346	2443654	
6/27	27910846	2272154	
6/30	28096596	2086404	

Building Closed due to Explosion

MONTH OF May ~~19~~ 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Balance Forward		1985304
5/1	13679446	1503554	
5/2	13964546	1109954	
5/3		917654	
5/6	14550996	826954	
5/7	14641696	506054	
5/			
5/9	15297246	7385754	
5/10	15832396	6850604	
5/13	16120046	6562954	
5/14	16414796	6268204	
5/15	16690446	5992554	
5/16	17016346	5666654	STAMP Machine returned.
5/19	15142896	7540104	222683000
5/19	17301046	5381954	
5/20	17631096	5051904	B
5/21	17965946	4717054	
5/22	18487896	4195104	
5/23	18851646	3831354	
5/26	Holiday		
5/27	19215096	3467904	
5/28	19527646	3155354	
5/29	19824446	2858554	
5/30	20150796	2532204	A

TRAN JRN

PROJECT #	G/L DATE	JOURNAL	TYPE	TYPE SOURCE	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT	ACTUAL BALANCE
G/L ACCOUNT NUMBER: 0251 0126-0001					Investor	FISCAL YEAR TO DATE:		31,112.75
	5/30/2003	302233	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,968.00	28,144.75
					MONTH TOTAL: MAY	.00	2,968.00	28,144.75
	6/02/2003	302249	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,263.50	24,881.25
	6/03/2003	302266	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,365.00	21,516.25
	6/04/2003	302292	RA	JE	Sale Reven Sale Revenue Stamps (Stat		18,399.50	3,116.75
	6/05/2003	302294	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,074.00	42,75
	6/09/2003	302318	JE	JE	Re060303 Revenue Stamp	75,000.00		75,042.75
		302348	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,872.00	73,180.75
		302348	RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,609.00	67,571.75
	6/10/2003	302356	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,485.50	66,086.25
	6/11/2003	302423	RA	JE	Sale Reven Sale Revenue Stamps (Stat		5,665.00	60,421.25
	6/12/2003	302449	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,339.00	57,082.25
	6/13/2003	302504	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,492.00	55,592.25
	6/16/2003	302553	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,831.00	51,761.25
	6/24/2003	302570	RA	JE	Sale Reven Sale Revenue Stamps (Stat		6,345.00	45,413.25
	6/25/2003	302604	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,544.00	42,872.25
	6/26/2003	302623	RA	JE	Sale Reven Sale Revenue Stamps (Stat		9,597.50	33,274.75
	6/27/2003	302558	RA	JE	Sale Reven Sale Revenue Stamps (Stat		9,279.00	23,995.75
	6/30/2003	302753	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,715.00	22,280.75
					MONTH TOTAL: JUNE	75,000.00	80,064.00	22,280.75
	7/01/2003	302859	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,857.50	20,423.25
					MONTH TOTAL: JULY	.00	1,857.50	20,423.25
					Base Acct#/Detl Acct# TOTAL: Supplies	75,000.00	85,689.50	20,423.25
Fund TOTAL					REV/STAMPS	75,000.00	85,689.50	20,423.25

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RECONCILIATION OF STATE REVENUE STAMP
INVENTORY AND RECEIPTS TO THE GL FOR JULY 2003

RECORDER

Inventory as of 06/30/03	20,864.04	A
Inventory Purchases	75,000.00	B
Inventory as of 07/31/03	(8,526.04)	C
Total Receipts As of 07/31/03	87,338.00	D=SUM(A:B)
Plus 6/30/03 Rcpts T/I 07/01/03	1,857.50	E
Less 07/31/03 Rcpts T/I 08/01/03	(6,934.50)	F
Total	82,261.00	G=SUM(D:F)

GENERAL LEDGER Acct# 0151-0126-0001

General Ledger as of 06/30/03	22,280.75	H
Inventory Purchases	75,000.00	I
General Ledger as of 07/31/03	(15,019.75)	J
Total	82,261.00	K=SUM(H:J)

Reviewed by Rebecca McNeil 10/6
Treasurer

Prepared by Rebecca McNeil

Ruth Shaller 10/3/03
Recorder

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 6/30/2003 Cash/Check/ Change	Month-to-date Totals thru 6/30/2003 Charge	Month-to-date Totals thru 6/30/2003 Total
001-6-8-410-008-03	COPY FEES	$25.00	$677.60	$702.60	$385.50	$3,692.40	$4,077.90
001-6-8-410-029-03	RECORDING FEES	$4,291.00	$1,445.00	$5,736.00	$52,448.00	$35,446.00	$87,894.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$928.75	$0.00	$928.75	$39,729.00	$0.00	$39,729.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$345.00	$0.00	$345.00	$46,566.25	$0.00	$46,566.25
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$660.00	$0.00	$660.00
137-6-8-410-089-28	DOCUMENT STORAGE	$825.00	$264.00	$1,089.00	$10,553.00	$6,396.00	$16,949.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$274.00	$89.00	$363.00	$3,508.00	$2,103.00	$5,611.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$1,857.50	$0.00	$1,857.50	$79,458.00	$0.00	$79,458.00
167-6-8-410-181-10	GIS FUND	$548.00	$178.00	$726.00	$7,020.00	$4,260.00	$11,280.00
	Final Totals :	**$9,094.25**	**$2,653.60**	**$11,747.85**	**$240,327.75**	**$51,897.40**	**$292,225.15**

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Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 7/31/2003 Cash/Check/ Change	Month-to-date Totals thru 7/31/2003 Charge	Month-to-date Totals thru 7/31/2003 Total
001-6-8-410-008-03	COPY FEES	$43.00	$706.60	$749.60	$537.75	$3,319.80	$3,857.55
001-6-8-410-029-03	RECORDING FEES	$2,552.00	$3,585.00	$6,137.00	$58,281.00	$39,037.00	$97,318.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$3,467.25	$0.00	$3,467.25	$43,669.00	$0.00	$43,669.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$891.00	$0.00	$891.00	$51,676.70	$0.00	$51,676.70
137-6-8-410-089-28	DOCUMENT STORAGE	$495.00	$615.00	$1,110.00	$11,321.00	$6,670.00	$17,991.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$164.00	$206.00	$370.00	$3,762.00	$2,203.00	$5,965.00
161-0-0-126-001-90	STATE REVENUE STAMPS	$6,934.50	$0.00	$6,934.50	$87,338.00	$0.00	$87,338.00
167-6-8-410-181-10	GIS FUND	$328.00	$412.00	$740.00	$7,529.00	$4,449.00	$11,978.00
	Final Totals :	**$14,874.75**	**$5,524.60**	**$20,399.35**	**$264,114.45**	**$55,678.80**	**$319,793.25**

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MONTH OF June 19 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Balance Forward		2532204
6/2	20487296	2195704	
6/3	22326246	356754	
6/4	22633646	49354	
6/5	23194546	6988454	
6/6	22381746	6801254	
6/9	22681496	7501504	230183000
6/9	23530296	6652704	
6/10	24096796	6086204	
6/11	24430496	5752504	
6/12	24579696	5603304	
6/13	22492796	5220204	
6/14			
6/16			
6/17			
6/18			
6/19			
6/20			
6/23	25597296	4585704	
6/24	25851696	4331304	
6/25	26311446	3371504	
6/26	27739346	2443654	
6/27	27910846	2272154	
6/30	28096596	2086404	A

Building Closed due to Explosion

MONTH OF July ~~19~~ 2013

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Brought Forward		2086404
7/1	2838714	1795854	
7/2	2885394	1327054	1505304
7/3	2919479	988204	1036504
7/4	Closed		
7/5	3002334	159654	697654
7/6	3018249	504	6148.04
7/7	3018249	7500504	237683.00
7/8	3023349	7449554	74242.54
7/9	3071389	6969104	73695.04
7/10	3076864	6914354	70786.54
7/11	3105949	6623504	60135.54
7/12	3132459	6358404	63730.54
7/13	3176509	5917904	62012.04
7/14	3193694	5746054	58637.04
7/15	3226944	5413554	49773.04
7/18	3316084	4522154	46702.54
7/21	3346789	4215104	20206.96
7/22	3412884	3554154	22479.46
7/23	3435609	3326904	26071.96
7/24	3471534	2967654	27908.96
7/25	3507819	2604804	34694.46
7/28	3526189	2421104	36659.46
7/29	3594044	1742554	29724.96
7/30	3613694	1546054	
7/31	3683039	852604	C

Recipient Code	Recipient Name	Monthly Totals Cash	Monthly Totals Charge	Monthly Totals Total	Year-to-date Totals Cash	Year-to-date Totals Charge	Year-to-date Totals Total
1	GENERAL FUND	$102,487.75	$42,096.80	$144,584.55	$719,939.65	$301,814.65	$1,021,754.30
2	DOCUMENT STORAGE FUND	$15,083.00	$8,873.00	$23,956.00	$118,529.00	$64,720.00	$183,249.00
3	STATE REVENUE STAMPS	$87,338.00	$0.00	$87,338.00	$542,017.50	$0.00	$542,017.50
4	GIS FUND	$7,529.00	$4,449.00	$11,978.00	$59,188.00	$32,435.00	$91,623.00
5	PAYMENT ON ACCOUNT	$51,676.70	$0.00	$51,676.70	$439,940.25	$0.00	$439,940.25
7	COPIES	$0.00	$260.00	$260.00	$0.00	$2,826.00	$2,826.00
	Final Total :	**$264,114.45**	**$55,678.80**	**$319,793.25**	**$1,879,614.40**	**$401,795.65**	**$2,281,410.05**

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PROJECT # / C/L ACCOUNT NUMBER	C/L	DATE	TRAN NBR	TRAN JRN TYPE	SOURCE	DESCRIPTION	BUDGET AMOUNT	DEBIT AMOUNT	CREDIT AMOUNT
5-30-2003	0	6-30		JE	GC	Sale Reven Sale Revenue Stamps (Stat Inventory		FISCAL YEAR TO DATE	22,280.75
MONTH TOTAL: JUNE							.00	1,715.00	22,280.75
		7/01/2003	302859	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,857.50	20,423.25
		7/07/2003	302973	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,386.50	19,036.75
			302975	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,000.00	18,036.75
		7/08/2003	302947	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,309.50	15,727.25
		7/09/2003	302959	JE	JE	PW070903 Revenue Stamp		2,591.50	13,135.75
			302989	RA	JE	Sale Reven Sale Revenue Stamps (Stat	75,000.00		75,135.75
		7/11/2003	303086	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,101.00	74,054.75
			303086	RA	JE	Sale Reven Sale Revenue Stamps (Stat		4,804.50	69,250.25
			303130	RA	JE	Sale Reven Sale Revenue Stamps (Stat		547.50	68,702.75
		7/15/2003	303103	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,308.50	66,394.25
		7/16/2003	303204	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,263.50	64,130.75
		7/17/2003	303227	RA	JE	Sale Reven Sale Revenue Stamps (Stat		2,440.00	61,690.75
		7/18/2003	303238	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,716.50	57,974.25
		7/21/2003	303252	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,325.00	54,649.25
		7/22/2003	303263	RA	JE	Sale Reven Sale Revenue Stamps (Stat		8,914.00	45,735.25
		7/23/2003	303279	RA	JE	Sale Reven Sale Revenue Stamps (Stat		3,070.50	42,664.75
		7/24/2003	303300	RA	JE	Sale Reven Sale Revenue Stamps (Stat		6,609.50	36,055.25
		7/25/2003	303420	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,277.50	34,777.75
		7/28/2003	303415	RA	JE	Sale Reven Sale Revenue Stamps (Stat		6,662.50	28,115.25
		7/29/2003	303465	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,078.50	27,036.75
		7/30/2003	303504	RA	JE	Sale Reven Sale Revenue Stamps (Stat		1,021.50	26,015.25
		7/31/2003	303548	RA	JE	Sale Reven Sale Revenue Stamps (Stat		6,785.50	19,229.75
								1,965.00	17,264.75
MONTH TOTAL: JULY							75,000.00	82,261.00	17,264.75
		8/01/2003	303597	RA	JE	Sale Reven Sale Revenue Stamps (Stat		8,264.25	9,000.50
MONTH TOTAL: AUGUST							.00	914.25	8,086.25
Base Acct#/Detl Acct# TOTAL: Supplies							75,000.00	90,910.50	8,086.25
Fund TOTAL . . . . . : REV.STAMPS							75,000.00	90,910.50	8,086.25

RECONCILIATION OF STATE REVENUE STAMP
INVENTORY AND RECEIPTS TO THE GL FOR August 2003

RECORDER				GENERAL LEDGER Acct# 0151-0126-0001		
Inventory as of 7/31/2003	8526.04	A		General Ledger as of 7/31/03	15,019.75	H
Inventory Purchases	75,000.00	B		Inventory Purchases	75,000.00	I
Inventory as of 8/29/2003	(7387.04)	C		General Ledger as of 8/31/03	12,105.25	J
Total Receipts As of 8/29/2003	76139.00	D=SUM(A:B)				
				Total	77914.50	K=SUM(H:J)
Plus 7/31/03 cpts T/I 8/1/03	6934.50	E				
Less 8/29/03 Rcpts T/I 9/1/03	(5159.00)	F				
Total	77914.50	G=SUM(D:F)				

Prepared 9/17/03 by Sharon K. Dunham
Chief Deputy Recorder
McLean County, Il.

Reviewed by Rebecca McNeil 10/2/03
Treasurer

Ruth Weber 10/3/03
Recorder

MONTH OF July 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Brought Forward		2086404
7/1	2[illegible]	1795854	
7/2	228835946	1327054	
7/3	229194796	988204	
7/4	Closed		
7/7	230023346	159654	
7/8	230182496	504	
7/8	230182496	7500504	237683000
7/8	230233496	7449554	
7/9	230713896	6969104	
7/10	230765646	6411354	
7/11	231059496	6623504	
7/14	231324596	6358404	
7/15	231765076	5917904	
7/16	231936946	5746054	
7/17	232269446	5413554	
7/18	233160846	4522154	
7/21	233467896	4215104	
7/22	234128846	3554154	
7/23	34356096	3326904	
7/24	34715346	2967654	
7/25	35075116	2604804	
7/28	3526[illegible]	2421104	
7/29	35940446	1742554	
7/30	36136946	1546054	
7/31	36830396	852604	

MONTH OF August 2003

DATE	(A) ASCENDING REGISTER	(B) DESCENDING REGISTER	(C) TOTAL OF COLUMNS (A) AND (B)
	Brought Forward		853604
8/1	237166946	516854	
8/4	237673496	9504	
Dr 8/5	237673496	7509504	2451830
8/5	239944546	7219204	
8/6	238458446	6734554	
8/7	238729496	6453504	
8/8	23905[illegible]46	61[illegible]4	
8/11	239671696	5511304	
8/12	240081646	5701354	
8/13	240423246	4759754	
8/14	241005896	4177104	
8/15	241175076	4007904	
8/18	241226596	38[illegible]04	
8/19	241815746	3367254	
8/20	24211[illegible]6396	3017604	
[illegible]	2[illegible]	2[illegible]4	
[illegible]	2[illegible]	2[illegible]4	
8/25	243244846	1938154	
8/26	243520896	1662104	
8/27	243669846	1513154	
[illegible]	243928396	1254604	
[illegible]	244444296	738704	

Ruth Weber

Recorder

Daily Account Balances

Final For: 7/31/2003

Account #	Account Description	Daily Totals Cash/Check/ Change	Daily Totals Charge	Daily Totals Total	Month-to-date Totals thru 7/31/2003 Cash/Check/ Change	Month-to-date Totals thru 7/31/2003 Charge	Month-to-date Totals thru 7/31/2003 Total
001-6-8-410-008-03	COPY FEES	$43.00	$706.60	$749.60	$537.75	$3,319.80	$3,857.55
001-6-8-410-029-03	RECORDING FEES	$2,552.00	$3,585.00	$6,137.00	$58,281.00	$39,037.00	$97,318.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$3,467.25	$0.00	$3,467.25	$43,669.00	$0.00	$43,669.00
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$891.00	$0.00	$891.00	$51,676.70	$0.00	$51,676.70
137-6-8-410-089-28	DOCUMENT STORAGE	$495.00	$615.00	$1,110.00	$11,321.00	$6,670.00	$17,991.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$164.00	$206.00	$370.00	$3,762.00	$2,203.00	$5,965.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$6,934.50	$0.00	$6,934.50	$87,338.00	$0.00	$87,338.00
167-6-8-410-181-10	GIS FUND	$328.00	$412.00	$740.00	$7,529.00	$4,449.00	$11,978.00
	Final Totals :	**$14,874.75**	**$5,524.60**	**$20,399.35**	**$264,114.45**	**$55,678.80**	**$319,793.25**

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Account #	Account Description	Daily Totals: Cash/Check/ Change	Daily Totals: Charge	Daily Totals: Total	Month-to-date Totals thru 8/29/2003: Cash/Check/ Change	Month-to-date Totals thru 8/29/2003: Charge	Month-to-date Totals thru 8/29/2003: Total
001-6-8-410-008-03	COPY FEES	$63.00	$561.90	$624.90	$568.25	$3,063.00	$3,631.25
001-6-8-410-029-03	RECORDING FEES	$2,932.00	$2,040.00	$4,972.00	$56,057.00	$38,408.00	$94,465.00
001-6-8-410-032-03	COUNTY REVENUE STAMPS	$2,579.50	$0.00	$2,579.50	$38,069.50	$0.00	$38,069.50
001-6-8-410-111-11	PAYMENT ON ACCOUNT	$193.00	$0.00	$193.00	$57,917.40	$0.00	$57,917.40
001-6-8-410-128-10	MICROFILM SALES	$0.00	$0.00	$0.00	$1,045.00	$0.00	$1,045.00
137-6-8-410-089-28	DOCUMENT STORAGE	$598.00	$386.00	$984.00	$11,314.00	$6,503.00	$17,817.00
137-6-8-410-181-10	GIS DOCUMENT STORAGE	$199.00	$129.00	$328.00	$3,764.00	$2,175.00	$5,939.00
151-0-0-126-001-90	STATE REVENUE STAMPS	$5,159.00	$0.00	$5,159.00	$76,139.00	$0.00	$76,139.00
167-6-8-410-181-10	GIS FUND	$398.00	$258.00	$656.00	$7,535.00	$4,343.00	$11,878.00
	Final Totals :	**$12,121.50**	**$3,374.90**	**$15,496.40**	**$252,409.15**	**$54,492.00**	**$306,901.15**

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PROJECT #	G/L DATE	JOURNAL	TRAN TYPE	JRN TYPE	SOURCE	DESCRIPTION	DEBIT AMOUNT	CREDIT AMOUNT	ACTUAL BALANCE
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
						MONTH TOTAL: JULY			
	8/01/2003	303597	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		6,934.50	8,085.25
	8/04/2003	303601	JE	JE	pw080403	Revenue Stamp	75,000.00		83,085.25
		303608	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		3,365.50	79,719.75
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	8/11/2003	303711	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		3,294.50	60,799.75
	8/12/2003	303733	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		6,127.50	54,672.25
	8/13/2003	303780	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		4,099.50	50,572.75
	8/14/2003	303796	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		3,416.00	47,156.75
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	8/21/2003	303950	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		3,546.50	29,685.25
	8/22/2003	303971	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		2,728.00	26,957.25
	8/25/2003	303992	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		5,430.00	21,527.25
	8/26/2003	304024	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		2,586.50	18,940.75
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]
						MONTH TOTAL: AUGUST	75,000.00	77,914.50	12,105.25
	9/02/2003	304147	RA	JE	Sale Reven	Sale Revenue Stamps (Stat		5,159.00	6,946.25
						MONTH TOTAL: SEPTEMBER	[illegible]	[illegible]	[illegible]
						Base Accts/Debt Accts Total: Supplies	75,000.00	[illegible]	[illegible]
Fund TOTAL						REV.STAMPS	75,000.00	85,038.50	6,946.25

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McLean County

PEGGY ANN MILTON
COUNTY CLERK
(309) 888-5190
Fax (309) 888-5932
Tax Extension (309) 888-5187
Voter's Registration (309) 888-5186
104 W. Front Room 704 Bloomington, IL 61701
E-mail: peggyann@mclean.gov Website: www.mclean.gov

DATE: September 26, 2003

TO: Chairman Sorensen
Honorable Members of the Finance Committee

FROM: Peggy Ann Milton Peggy Ann Milton

RE: Normal Precinct Boundaries

For your information, there was an error in the legal description for Normal Precinct 3, which we presented at the June Finance Committee meeting.

The legal incorrectly read as follows:

PRECINCT 3: PT SECS 33 & 34-24-2E – BEG INT S LN KNECHTS ADD EXT'D W & N/S FORM RR, E TO SE COR MAPLE WOOD HEIGHTS ADD, N TO JERSEY ST, W TO GRANDVIEW DR, **N TO N LN SEC 34**, W TO N/S FORM RR ROW, S TO POB.

The legal should have read as follows:

PRECINCT 3: PT SECS 33 & 34-24-2E – BEG INT S LN KNECHTS ADD EXT'D W & N/S FORM RR, E TO SE COR MAPLE WOOD HEIGHTS ADD, N TO JERSEY ST, W TO GRANDVIEW DR, **N TO VERNON AVE**, W TO N/S FORM RR ROW, S TO POB.

The map was correct as presented, the legal was written incorrectly.

Thank you.

Veterans Assistance Commission of McLean County

McBarnes Building, 201 East Grove Street
Bloomington, Illinois 61701-5258
Phone: (309) 888-5140 / 5141 / Fax: (309) 888-5570

SUBJECT: VAC Finance Report for August 2003

The following information is provided concerning the Veterans Assistance Fund allocated for Emergency Financial Assistance to the 11,500+ Veterans of McLean County.

	McLean County VAC Voucher Log - Monthly Running						Veterans Assistance Fund			Running
	For the Month of:		Aug-03		*Previous EOM Balance:*		$ 14,499.78		Monthly	Fund
	Voucher #	Electric	Food	Gas/Heat	Rent	Transportation	Water	Medical	Total	Balance
1	7825					$ 15.00			$ 15.00	$ 14,484.78
2	7826				$ 285.35				$ 300.35	$ 14,199.43
3	7827			$ 205.00					$ 505.35	$ 13,994.43
4	7828					$ 15.00			$ 520.35	$ 13,979.43
5	7829		$ 46.06						$ 566.41	$ 13,933.37
6	7830					$ 15.00			$ 581.41	$ 13,918.37
7	7831					$ 15.00			$ 596.41	$ 13,903.37
8	7832				$ 300.00				$ 896.41	$ 13,603.37
9	7833						$ 73.94		$ 970.35	$ 13,529.43
10	7834				$ 50.00				$ 1,020.35	$ 13,479.43
11	7835				$ 300.00				$ 1,320.35	$ 13,179.43
12	7836					$ 80.00			$ 1,400.35	$ 13,099.43
13	7837				$ 250.00				$ 1,650.35	$ 12,849.43
14	7838	$ 53.63							$ 1,703.98	$ 12,795.80
15	7839		$ 48.82						$ 1,752.80	$ 12,746.98
16	7840					$ 15.00			$ 1,767.80	$ 12,731.98
17	7841	$ 144.15							$ 1,911.95	$ 12,587.83
18	7842				$ 250.00				$ 2,161.95	$ 12,337.83
19	7843				$ 250.00				$ 2,411.95	$ 12,087.83
20	7844		$ 99.98						$ 2,511.93	$ 11,987.85
21	7845		$ 24.16						$ 2,536.09	$ 11,963.69
22	7846	$ 96.00							$ 2,632.09	$ 11,867.69
23	7847			$ 97.00					$ 2,729.09	$ 11,770.69
24	7848						$ 37.58		$ 2,766.67	$ 11,733.11
	TOTALS:	$ 293.78	$ 219.02	$ 302.00	$ 1,685.35	$ 155.00	$ 111.52	$ -		

Notes:

1. Financial Assistance for August 2003 was $2,766.67 which was a $1,486.04 less than July's 2003 Financial Assistance Total of $4,252.71.
2. The economy seems to be picking up as far as more Veterans finding employment and the decrease in Financial Assistance Requests.
3. An expected increase in natural gas prices is expected to affect financial assistance requests in the last quarter of 2003 (weather dependent).
4. If further information is required please contact the undersigned.

Paul Kinsella, VAC Superintendent, County Of McLean, State of Illinois

Assessment Status Report

Township	Book to S/A	To Printer	To Publisher	Newspaper	Date of Publication	Final Filing Date	2002 Factor	2003 Factor	Complaints Filed	B/R's Filed	Books Closed
Allin				Pantagraph			1.0561				
Anchor	06/30/03	09/18/03	09/18/03	Ridgeview Review	09/25/03	10/27/03	1.0323	1.0100			
Arrowsmith				Pantagraph			1.0000				
Bellflower				LeRoy Journal			1.0943				
Bloomington				Pantagraph			1.0215				
Blue Mound	07/03/03	09/08/03	09/15/03	Ridgeview Review	09/18/03	10/20/03	1.0419	1.1327	3		
Cheney's Grove				Ridgeview Review			1.0585				
Chenoa				Chenoa Town Crier			1.0177				
City				Pantagraph			1.0412				
Cropsey	07/30/03	09/18/03	09/18/03	Ridgeview Review	09/25/03	10/27/03	1.0000	1.0000			
Dale				Pantagraph			1.0283				
Danvers				Quill			1.0362				
Dawson				Pantagraph			1.0000				
Downs	08/12/03	09/26/03	09/26/03	Pantagraph	10/01/03	10/31/03	1.1121	1.0525			
Dry Grove				Quill			1.0663				
Empire				LeRoy Journal			1.0526				
Funk's Grove				Heyworth Star			1.0906				
Gridley				Gridley Village Times			1.0122				
Hudson				Quill			1.0702				
Lawndale	08/01/03	09/18/03	09/18/03	Ridgeview Review	09/25/03	10/27/03	1.0000	1.0156			
Lexington				Lexingtonian			1.0192				
Martin	07/07/03	09/09/03	09/15/03	Ridgeview Review	09/18/03	10/20/03	1.0476	1.0085			
Money Creek				Lexingtonian			1.0539				
Mount Hope				Heyworth Star			1.0107				
Normal				Normalite			1.0396				
Old Town				Pantagraph			1.0490				
Randolph				Heyworth Star			1.0350				
Towanda				Pantagraph			1.0582				
West				LeRoy Journal			1.1385				
White Oak				Quill			1.0000				
Yates	08/01/03	09/18/03	09/18/03	Chenoa Town Crier	09/25/03	10/27/03	1.0323	1.0723			
									3	0	

AMENDMENT TO THE PURCHASING AND CONTRACTING ORDINANCE

WHEREAS, the McLean County Board has adopted a Purchasing and Contracting Ordinance for the procurement of commodities, contractual and/or professional services and capital outlay items; and

WHEREAS, the Purchasing and Contracting Ordinance makes reference to outdated statutory citations that have been revised, re-codified or repealed since the enactment of this Ordinance; and

WHEREAS, the Ordinance currently requires competitive bidding for purchase of materials/commodities, non-professional contractual services, and capital outlay items costing $10,000 or more; and

WHEREAS, Public Act 93-0157 has raised the minimum purchase amount for competitive bidding from $10,000 to an amount in excess of $20,000; and

WHEREAS, the effective date for Public Act 93-0157 is January 1, 2004; now therefore,

BE IT ORDAINED that the Purchasing and Contracting Ordinance be amended in accordance with the provisions of Public Act 930-0157 as follows:

1. That in Section 17.52 Formal Bid, the words "$10,000 or more" be deleted and replaced with "in excess of $20,000, unless otherwise provided in Section 17.53-5 5".

2. That in Section 17.52 Formal Quotation, the number "$10,000" be deleted and replaced with "$20,000".

3. That the statutory reference in Section 17.52 Professional Services, be deleted and replaced with "55 ILCS 5/5-1022".

4. That the statutory reference in Section 17.52 Used Equipment, be deleted and replaced with "55 ILCS 5/5-1022".

5. That in Section 17.53-3, both references to "less than $10,000" be deleted and replaced with "not in excess of $20,000".

6. That in Section 17.53-4, both references to "$10,000 or more" be deleted and replaced with "in excess of $20,000".

7. That the statutory reference in Section 17.53-4 be deleted and replaced with "55 ILCS 5/5-1022".

8. That a new Section 17.53-5 be created which states "Notwithstanding the provisions of Section 17.53-4, purchases may be made without advertising for bids in the case of purchases and contracts, when individual orders do not exceed $25,000, for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services."

9. That in Section 17.54, the words "less than $10,000" be deleted and replaced with the words "not in excess of $20,000".

10. That in Section 17.54-1, the words "less than $10,000" be deleted and replaced with the words "not in excess of $20,000".

11. That in Section 17.54-3, the words "less than $10,000" be deleted and replaced with "an amount not in excess of $20,000".

12. That in Section 17.55, the words "$10,000 or more" be deleted and replaced with the words "in excess of $20,000".

13. That in Section 17.55-1, the words "$10,000 or more" be deleted and replaced with the words "in excess of $20,000".

14. That the statutory reference in Section 17.55-2 (D) be deleted and replaced with "55 ILCS 5/5-1022".

15. That in Section 17.56, the words "$10,000 or more" be deleted and replaced with the words "in excess of $20,000".

16. That the statutory reference in Section 17.58 be deleted and replaced with "30 ILCS 500".

17. That in Section 17.58, the words "of more than $10,000" be deleted and replaced with the words "in excess of $20,000".

18. That in Section 17.71-6(F), the words "Preference to Illinois Citizens of Public Works Project Act (Illinois Revised Statutes, Chapter 48, Sections 269-275) and the Wages of Employees of Public Works (Prevailing Wage Act)(Illinois Revised Statutes, Chapter 48, Section 39, s-1-12)" be deleted and replaced with the words "Public Works Preference Act, 30 ILCS 560 and the Prevailing Wage Act, 820 ILCS 130".

19. That the statutory reference in Section 17.71-7 be deleted and replaced with"50 ILCS 105".

20. That in Section 17.71-10, Part 2, Paragraph 3 of the Standard Form Contract, the words "which liability of claim arises under or pursuant to the Illinois Structural

Works Act (Illinois Revised Statutes, Chapter 48, Sections 60 through 69 inclusive)," shall be deleted due to the repeal of said statute.

21. That the statutory reference in Section 17.71-10, Part 2, Paragraph 5 of the Standard Form Contract be deleted and replaced with "740 ILCS 35".

22. That the effective date for the amendments set forth in Paragraphs 3, 4, 7, 8, 14, 16, 18, 19, 20, and 21 of this AMENDMENT TO THE PURCHASING AND CONTRACTING ORDINANCE is the date of adoption by the County Board of the County Board as set forth below.

23. That the effective date for the amendments set forth in Paragraphs 1, 2, 5, 6, 9, 10, 11, 12, 13, 15, and 17 of this AMENDMENT TO THE PURCHASING AND CONTRACTING ORDINANCE shall be January 1, 2004 as set forth in Public Act 93-0157.

Adopted by the County Board of McLean County, Illinois this 21st day of October, 2003.

ATTEST:

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

APPROVED:

Michael F. Sweeney, Chairman of the McLean County Board

W:\Purchasing Ordinance Amendment

CHAPTER 17

PURCHASING AND CONTRACTING ORDINANCE

Preamble

17.51 PURPOSE

The purposes of this purchasing and contracting policy for the County of McLean in the purchasing of commodities, contractual and/or professional services and capital outlay items are:

(A) To strive for lower costs and better quality and purchase terms by:

(1) seeking standardization of contracts, procedures and purchase terms by

(2) eliminating or reducing small orders and emergency orders;

(3) encouraging advanced planning;

(4) reducing paper work through combined purchases; and

(5) encouraging cooperative and inter-governmental purchasing by departments.

(B) To set forth guidelines for the procurement of recycled products. **(Amended 3-19-92)**

(C) To assure that value is received for the tax dollar expended.

17.52 DEFINITIONS

The following definitions shall apply to the following words or phrases when used within this Ordinance:

Approved Vendor List - the listing of vendors and contractors which have requested and been pre-approved by the County Auditor as qualified to do business with the County.

Board - the McLean County Board, the McLean County Board of Health, the McLean County Tuberculosis Care and Treatment Board, or the McLean County Board for Care and Treatment of Mentally Deficient Persons.

Board Committee - the appropriate oversight committee of either the McLean County Board, the McLean County Board of Health or the McLean County Tuberculosis Care and Treatment Board, or the McLean County Board for Care and Treatment of Mentally Deficient Persons.

Capital Outlay Items - items for which expenditure accounts are listed in the Capital Outlay category (800 line-item accounts) in the Chart of Accounts adopted by the County Board.

Change Order - a change in a contract term other than as specifically provided for in the contract which authorizes or necessitates any increase or decrease in the cost of the contract or the time of completion.

Commodities - items for which expenditure accounts are listed in the Commodities category (600 line-item accounts) in the Chart of Accounts adopted by the County Board. Excludes fuel (i.e. gas, diesel fuel, natural gas, oil) and parts that are compatible with existing equipment for the purposes of this policy only.

Contractual Services - services for which expenditure accounts are listed in the Contractual category (700 line-item accounts) in the Chart of Accounts adopted by the County Board.

Cooperative Purchasing - joint purchasing among various County departments for specific items such as janitorial supplies, paper supplies and office supplies. The County Administrator upon review of budget requests shall determine which items shall be purchased cooperatively among departments.

Cost - for the purpose of determining the method of purchasing, i.e., need for quotation of bids, etc., cost shall be deemed to be the amount budgeted and approved by the County Board, including such ancillary charges as shipping and installation. Specific items should be purchased at one time in quantities sufficient for at least one fiscal year unless the County Administrator approves an order split because of perishability or other such valid reasons. The total price of items of a generally similar nature, as may be determined by the County Administrator, (e.g., clothing items) shall be deemed to be cost for the purpose of determining the method of purchase.

County Administrator - pursuant to the County Board Ordinance, the appointed official (see McLean County Budget line-item 502.1231) who is given the responsibility for coordinating County purchasing and enforcing the Purchasing and Contracting Ordinance.

Department Head - all Elected and Appointed officials as listed in the McLean County Budget under line items 501.01 and 502.01; in addition the judicial officers of the Eleventh Judicial Circuit and the Regional Superintendent of Education. A Department Head shall submit in writing to the County Administrator the names of those persons in his or her department who are designated to act in his or her capacity for the purpose of purchasing. In those instances, the term "Department Head" shall refer to those designees.

Expenditure Account - expenditure categories as listed, numbered and defined in the Chart of Accounts adopted by the County Board.

Formal Bid - an offer to supply and furnish commodities/materials and/or capital equipment for a specified price. Required when the cost is ~~$10,000 or more~~ in excess of $20,000, unless otherwise provided in Section 17.53-5.

Formal Quotation - an offer to supply and furnish commodities/materials and/or capital equipment for a specified price. Required when the cost is between $2,500 and ~~$10,000~~ $20,000.

Informal Quotation - an offer to supply and furnish commodities/materials, and/or capital equipment for a specified price. Required when the cost is between $1000 and $2500.

Inter-governmental Purchasing - cooperative purchasing among County departments and other units of government for specific items, such as food for the County Nursing Home and the County Jail.

Person - an individual, firm, partnership, corporation, joint venture, or other entity.

Prime Contractor - any person who has entered into a public contract.

Professional Services - lawyers, certified public accountants, architects and engineers, management and personnel consultants and other unique professional services as determined by the Board. Pursuant to ~~Ill. Rev. Stat. Chap. 34, sec. 404b, para. 25.03b~~ 55 ILCS 5/5-1022, professional services are exempt from competitive bidding.

Public Contract - any contract for goods, services, or construction let with or without bid by any unit of State or local government.

Purchasing Guide - a guide for County Department Heads and for vendors containing general information on County purchasing procedures including but not limited to samples of the following: a Purchase Order form; a Request for Quotation form; a Public Notice requesting bids; a written specification form; a specification change form; instructions to vendors; and a bid tabulation and analysis sheet.

Subcontract - a contract or contractual action entered into by a prime contractor or subcontractor for the purpose of obtaining goods or services of any kind under a prime contract.

Subcontractor - (1) Any person, other than the prime contractor, who offers to furnish or furnishes any goods or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract, (2) includes any person who offers to furnish or furnishes goods or services to the prime contractor or a higher tier subcontractor.

Used Equipment - materials, supplies, and/or Capital Equipment purchased second-hand pursuant to ~~Ill. Rev. Stat., Chap. 34, sec. 404b, para. 25.03b~~ 55 ILCS 5/5-1022. The purchase of used equipment is exempt from competitive bidding.

Vendor - an individual, partnership or corporation who may supply to the County any commodities, contractual and/or professional services, and capital outlay items.

Article I
Purchasing

17.53 METHODS OF PURCHASING

The following methods of purchasing shall be followed by all Department Heads in purchasing any commodities, contractual services and capital outlay items:

17.53-1 **Purchases less than $1,000.** Purchase of commodities, contractual services, (excluding professional services) and capital outlay items with a cost of less than $1,000 and itemized in the rationale of the department's current budget shall be made without request for quotation, competitive bid, or prior Board approval. The actual purchase of items costing over $100.00 shall be made by an authorized Purchase Order as per Section 17.57 herein.

17.53-2 **Purchases of $1,000 or more but less than $2,500.** Purchases with a cost of $1,000 or more but less than $2,500 and itemized in the rationale of the department's current budget shall be made by Informal Quotation. Request for Informal Quotation (Bid Specifications) shall be oral and taken by telephone. A minimum of three, informal quotations shall be requested.

17.53-3 **Purchases of $2,500 or more but ~~less than~~ $10,000 not in excess of $20,000.** Purchases with a cost of $2,500 or more but ~~less than~~ $10,000 not in excess of $20,000 and itemized in the rationale of the department's current budget shall be made by Formal Quotation. Request for Formal Quotation does not require advertisement in a newspaper of general circulation. Request for Formal Quotation (Bid Specifications) shall be written and a minimum of three, written formal quotations shall be requested.

17.53-4 **Purchases in excess of $20,000 ~~$10,000 or more~~.** Purchases with a cost in excess of $20,000 ~~$10,000 or more~~ and itemized in the rationale of the department's current budget shall be made by Formal Bid. Pursuant to ~~Illinois Revised Statutes, Chap. 34, Section 404(b)~~ 55 ILCS 5/5-1022, Request for Bids (Bid Specifications) shall be advertised in a newspaper of general circulation and written bid specifications shall be prepared.

17.53-5 Notwithstanding the provisions of Section 17.53-4, purchases may be made without advertising for bids in the case of purchases and contracts, when individual orders do not excess $25,000, for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services.

17.54 QUOTATIONS PROCEDURES

Purchase of materials/commodities, contractual services (excluding professional services) and capital outlay items, as itemized in the rationale of the department's current budget, costing $1,000 or more but not in excess of $20,000 ~~less than $10,000~~ shall be made by quotation.

17.54-1 Quotation specifications shall be prepared by the Department Head in accordance with the Purchasing Guide prepared by the County Administrator.

(A) At least three quotations for each anticipated purchase shall be requested. The Department Head shall sign each request for quotation.

(B) Requests for formal quotations shall be mailed or delivered to a minimum of three vendors, who, in the opinion of the Department Head, are likely to provide the best price, quality, and service. It is understood that the lowest quotation may or may not be the most advantageous to the County.

(C) Formal quotations must be requested when the cost is $2,500 or more but not in excess of $20,000 ~~less than $10,000~~.

(D) Informal quotations must be requested when the cost is between $1,000 and $2,500.

17.54-2 After approval of the quotation by the Department Head, the actual purchase shall be made by an authorized Purchase Order as per Section 17.56 herein.

17.54-3 At the discretion of the Department Head or County Administration, purchases which cost an amount not in excess of $20,000 ~~less than $10,000~~ may be made by formal, competitive bidding.

17.55 COMPETITIVE BIDDING PROCEDURES

Purchase of materials/commodities, contractual services, and capital outlay items costing ~~$10,000 or more~~ in excess of $20,000 and itemized in the rationale of the department's current budget shall be by formal competitive bidding.

17.55-1 **Written bid specifications.** Department Heads shall prepare written bid specifications and other required documents prior to initiating procedures for the purchase of any commodity, contractual service or capital outlay item costing ~~$10,000 or more~~ in excess of $20,000.

17.55-2 **Bid documents.** The Department Head and/or the County Administrator shall prepare and send out all competitive bidding documents which shall consist of the following four parts:

(A) Public Notice Advertisement requesting sealed bids;

(1) The County department and/or County Administrator shall prepare such notice and publish it in a newspaper of general circulation in McLean County at least once in 10 days prior to the scheduled date of bid opening.

(2) Said notice shall indicate the County office where specifications are available and the time and place of bid opening.

(B) Written Specifications;

(1) Such bid specifications shall be prepared by the County department in accordance with the Purchasing Guide prepared by the County Administrator.

(2) Bid Specifications shall be reviewed by the Department Head and/or County Administrator. The Department Head and/or County Administrator may refer the review of the specifications to the appropriate Board Oversight Committee.

(3) Specifications may be amended prior to the bid opening if so authorized by the Department Head and/or County Administrator provided all approved changes are transmitted in writing to any person, firm or corporation which has requested bidding documents. All other bidding documents shall be revised accordingly. Receipt of Addendum's /Amendments shall be acknowledged in writing by the bidder at time of bid opening.

(4) Specifications shall not be exclusionary to one vendor except where the appropriate Board Oversight Committee, or in the case of public health, tuberculosis, or developmental disabilities services, the Board of

Health, Tuberculosis Care and Treatment Board or Mentally Deficient Persons Care and Treatment Board based upon the fund affected, upon recommendation of the Department Head, and/or County Administrator determines that the interest of the County can be best served by a particular specification.

(5) Any vendor submitting a bid with modifications and/or substitutions to the specifications must state the modifications and/or substitutions in writing.

(C) Instructions to vendors shall be prepared according to the Purchasing Guide; and

(D) Bid tabulation sheets shall be prepared according to the Purchasing Guide. All contracts & purchases under this Ordinance shall be in conformity with ~~Chapter 34, para. 5-1022, Illinois Revised Statutes~~ 55 ILCS 5/5-1022.

17.55-3 **Reception of bids.** Each sealed bid received by a department shall be stamped with the time and date received.

17.55-4 **Opening of bids.** Bids shall be opened and read aloud publicly. Such bids may be opened, tabulated and analyzed by any one of the following: the Department Head, the County Administrator, the County Auditor, the appropriate Board Oversight Committee, the McLean County Board of Health, McLean County Tuberculosis Care and Treatment Board, the McLean County Mentally Deficient Persons Care and Treatment Board or any combination thereof at the discretion of such Committee.

17.55-5 Bid tabulation and analysis shall be done by any one of the following: the Department Head, County Administrator and/or County Auditor. It shall be the responsibility of a Department Head to present and discuss with the appropriate Board Oversight Committee the bids received. These official(s) shall then recommend the awarding of a bid to the appropriate Board Oversight Committee. The appropriate Board Oversight Committee shall then reject the bid or recommend to the Board the awarding of the bid.

17.55-6 **Right of the Board to reject or accept bids.** The Board may accept or reject the recommended bid. If the recommended bid is not accepted, the Board may accept any other bid or may reject all bids. The right of the Board to waive any or all specifications and to reject any or all bids is reserved.

17.55-7 **Awarding of bids.** A bid shall be awarded by the Board to the vendor who meets all the specifications and whose bid, in the opinion of the Board, is the most advantageous to the County based on price, quality, service and other lawful considerations deemed important by the Board, taking into consideration that the lowest bid may or may not be necessarily the most advantageous to the County.

17.55-8 **Purchase.** The purchase, pursuant to the awarding of a bid, shall be made by an authorized Purchase Order as set forth in Section 17.56 herein.

17.56 APPROVAL PROCEDURE FOR BIDS AND QUOTATIONS

All formal bids and contracts shall be approved by the appropriate Board Oversight Committee and the County Board, or in the case of public health, tuberculosis and development disabilities services, the Board of Health, Tuberculosis Care and Treatment Board or Mentally Deficient Care and Treatment Board based upon the fund affected. When purchasing used equipment, appropriate Oversight Committee approval is required when the cost will be in excess of $20,000 ~~$10,000 or more~~.

17.57 PURCHASE ORDERS

The following steps shall be followed by all Department Heads in purchasing any materials/commodities and/or capital outlay items which cost $100.00 or more. Purchases of contractual and professional services do not require the use of a Purchase Order form.

17.57-1 All items to be purchased shall be listed with prices on a Purchase Order form supplied by the County Auditor.

17.57-2 The Purchase Order shall be signed by the Department Head and the County Auditor prior to purchase.

17.57-3 Prior to sending out the approved Purchase Order, the Department Head shall transmit a signed copy to the County Auditor so that funds for the purchase may be encumbered against the appropriate departmental budget line item or items.

17.57-4 After a Purchase Order has been executed, specifications for the items to be purchased cannot be changed without approval from the appropriate Board Oversight Committee in all instances where committee authorization of the purchase was involved.

17.58 STATE OF ILLINOIS PURCHASING SYSTEM

If, in the opinion of the Department Head and/or County Administrator and with the approval of the appropriate Board Oversight Committee, it is advantageous to McLean County to purchase items through the State of Illinois Purchasing System, as provided in ~~Chapter 127 of the Illinois Revised Statutes~~ 30 ILCS 500, the Department Head then shall not be required to request quotations for items with a cost of $1,000 or more or to request competitive bids for items with a cost ~~of more than $10,000~~ in excess of $20,000.

17.58-1 Department Heads may procure lists of items available through the State of Illinois Purchasing System from the County Administrator.

17.58-2 All items obtained through the State of Illinois Purchasing System must be purchased using the authorized Purchase Order form as set forth in Section 17.56 herein.

17.59 ADDITIONAL REGULATIONS AND PROCEDURES

17.59-1 **Exemption from Purchasing Rules and Regulations.** The appropriate Board Oversight Committee or in the case of public health, tuberculosis or developmental disabilities services, the Board of Health, Tuberculosis Care and Treatment Board or Mentally Deficient Care and Treatment Board based upon the fund affected may exempt the purchase of any specific item or service as well as items that are provided by a sole source, from compliance with this policy when such committee, by two-thirds vote of members present, believes that such exemption is in the best interest of the County. Any such exemption will be reported at the next regular Board meeting by the Committee Chairman.

17.59-2 **Capital Equipment Trial Basis.** Capital equipment cannot be taken on trial except where prior approval has been given by the appropriate Board Oversight Committee or by the Board.

17.59-3 **Emergency Repairs.** When a unique expenditure for emergency repairs or replacement must be made in order to insure the continued operation of a County function, and the appropriate Board Oversight Committee cannot be immediately contacted to approve such expenditure, the Department Head shall contact the County Administrator for interim approval.

17.59-4 **Annual Notification of Current Vendors.** The County Auditor annually shall notify all approved vendors of the County's purchasing policy. The notice will also state that failure to follow these procedures may result in loss of payment or disqualification from the list of approved vendors.

17.59-5 **Items Purchased Through Inter-governmental Purchasing.** County departments may participate in inter-governmental purchasing. In these instances, these departments may not follow strictly the procedures set forth in these policies. All departments utilizing this method shall file all purchasing documentation with the County Administrator and County Auditor. All items purchased through Inter-governmental Purchasing must conform to State law governing such purchasing.

17.60 RECYCLED PROCUREMENT POLICY

17.60-1 **Responsibility.** It is the responsibility of all County Departments to use, whenever practicable, recycled products and to seek means to maximize waste reduction, reuse of materials and recycling options in their day-to-day operations. It is the responsibility of the Solid Waste Coordinator to provide information and technical assistance to County Departments, local governments, schools, and other public and private organizations interested in purchasing recycled products. It is the responsibility of County Departments to promote and coordinate the procurement of recycled products with vendors.

17.60-2 **Forms.** The County will require a Manufacturer's Affidavit of Recycled Products where applicable. (The Ordinance refers to Attachment A and Section 17.71-9 which is the Manufacturer's Affidavit of Recycled Content - does a copy of that document need to be in the codified version of the code?)

17.60-3 **Procedures.** To implement this policy, the County will, to the extent practicable:

(A) Use recycled paper for all stationary, newsletters, copy paper, note pads, business cards, and computer paper. Recycled paper must meet EPA Guidelines for Paper and Paper Products containing Recovered Materials (See Attachment A Section 17.71-9 for definition of recovered materials and Attachment B Section 17.71-10 for guidelines). As a demonstration of commitment to recycling, when printing on recycled paper, users are encouraged to display a "printed on recycled paper" logo. (Again w/ reference to copies of forms as in 17.60-2.)

(B) Investigate the use of recycled products as they become available.

17.60-4 **Additional Considerations.** In addition to the aforementioned procedures, the County will, to the extent practicable, consider the following:

(A) Minimum Content of Recycled Products Even though materials and products will have varied recycled material content, based upon individual specifications, every attempt should be made to maximize the post-consumer content of the recycled product. As previously noted, recycled paper must meet EPA Guidelines. Additionally, EPA Guidelines and sources of recycled products are available in the office of the Solid Waste Coordinator.

(B) Policy Limitations - Recycled Products Even though quantities, sizes, colors, textures, styles, quality, and weights required for services are limited to manufacturer's minimums, availability, and recycled content per EPA guidelines as well as capabilities and warranties of in-house equipment, every attempt should be made to maximize the post-consumer content of the recycled product.

(C) Non-Competitive Consideration Where applicable, approved solicited bids and proposals for recycled products at a cost proposals for recycled products at a cost differential not to exceed ten percent (10%) above virgin (non-recycled) material costs, initially, with an ultimate goal of competitive bids, as long as such practice is consistent with other provisions of this Ordinance, as well as with State and Federal rules and regulations, contract agreements and grant programs.

(D) Budgetary Considerations Application of this policy is predicated upon funding availability in any given fiscal year. When budgetary allowances for non-competitive consideration have been eliminated or reduced, pursuant to Section 17.60-4 (c) County Departments will maintain budgetary responsibility as its first priority and award to the lowest responsible vendor for products covered by this policy.

(Entire section added 3-19-92)

17.61 EXCEPTIONS

The foregoing purchasing policy shall apply in each case except in those instances where federal or state statutes, policies and regulations govern.

17.62 REPEAL

All previous resolutions, policies or other actions of the McLean County Board which are in conflict with any of the provisions of the Resolution are hereby repealed.

17.63 - 17.70 RESERVED

Article II
Contracts

17.71 CONTRACTS, AGREEMENTS, LEASES

All contracts, agreements, leases and inter-governmental agreements for the County of McLean shall be let as herein provided.

17.71-1 **Approval by the Board.** All such contracts, agreements, leases and inter-governmental agreements, shall be approved by the County Board and shall be signed by the Chairman of the Board and attested by the County Clerk. No rights, interests or estates shall vest in any person unless or until such contracts are approved by the County Board, signed by the Chairman and attested by the Clerk.

17.71-2 **Approval of intergovernmental agreements and commitments under grants.** Without intending to limit the foregoing, inter-governmental agreements and commitments under State, Federal, or private grants shall be considered contracts which must be approved by or concurred in by the County Board, or, in the case of public health, tuberculosis or developmental disabilities services, the Board of Health, Tuberculosis Care and Treatment Board or Mentally Deficient Care and Treatment Board, based upon the fund affected, must approve the agreement or commitment.

17.71-3 **Authority.** No officer or employee of the County of McLean except as provided by law, has the authority to enter into any contract, lease or obligation, which would bind the County, unless said contract, lease or obligation is approved pursuant to the provisions of this contracting policy.

17.71-4 **Purchase orders.** Purchase Orders shall be approved in the manner as provided in other applicable County policies.

17.71-5 **Review of contracts.** All contracts shall be referred to the State's Attorney for review prior to their submission to the County Board except:

(A) Contracts which are identical to those previously approved by the State's Attorney;

(B) Contracts in an amount of $2,500 or less which are in the Standard Contract Form set forth in Section 17.71-8 herein.

17.71-6 **Provisions.** All contracts, agreements, leases and bid specifications shall include the following provisions, except when such provisions are incompatible with the nature of the contract or when a variation in such provisions has been approved by the County Board after considering the recommendation of the State's Attorney:

(A) A requirement for workmen's compensation insurance which provides full statutory coverage;

(B) General liability insurance, including, where applicable, products and completed operations insurance, with a limit of liability of not less than $1,000. The aggregate limit of liability shall not be less than the amount of the contract. Such general liability insurance must cover the contracting party's liability under the Illinois Structural Work Act.

(C) Automobile liability insurance with a limit of liability of not less than $500,000 per accident;

(D) A provision which saves and holds the County and its officials and employees harmless from and against any and all claims, liability, losses, damage and injury, including death which results from the negligence of the contractor or any subcontractor or suppliers in the performance of the contract.

(E) A requirement for certificates of insurance in a form acceptable to the County which evidence the existence and continuation of the above required insurance.

(F) A provision that the contractor shall abide by the ~~Preference to Illinois Citizens of Public Works Project Act (Illinois Revised Statutes, Chapter 48, Sections 269-275) and the Wages of Employees of Public Works (Prevailing Wage Act) (Illinois Revised Statutes, Chapter 48, Section 39, s 1-12)~~ Public Works Preference Act, 30 ILCS 560 and the Prevailing Wage Act, 820 ILCS 130.

17.71-7 **Conflicts of interest.** No member of the County Board or any other County official shall have an interest in any contract let by the County Board either as a contractor or subcontractor pursuant to ~~Illinois Revised Statutes, Chapter 102, Section 3 et. seq., as amended~~ 50 ILCS 105.

17.71-8 **Performance of contracts.** Upon approval of any contract by the County Board, a copy shall be filed with the County Auditor and the County Board Office. Contract performance shall be the responsibility of the pertinent Department Head or elected official. Any discrepancies, changes or failure to complete shall be reported immediately to the applicable committee of the County Board.

17.71-9 **Applicability.** The foregoing contracting policy resolution shall apply in each case except in those instances where the federal or state statutes, policies, and regulations are to the contrary.

17.71-10 **Standard contract form.**

CONTRACT

This Contract entered into this ___ day of _____ between the County of McLean, A body Corporate and Politic (First Party) and _____(Second Party) pursuant to Second Party's successful bid/negotiation and for the pursuant to the following terms and conditions.

1. Second Party is and shall be an independent contractor for all purposes, solely responsible for the results to be obtained and not subject to the control or supervision of the First Party in so far as the manner and means of performing the services and obligations of this contract. However, First Party reserves the right to inspect Second Party's work and service during the performance of this contract to ensure that this contract is performed according to its terms. Second Party is obligated to furnish, at its own expense, all the necessary labor, tools, supplies, and materials.

2. Second Party shall save and hold First Party (including its officials, agents, and employees) free and harmless from all liability, public or private, penalties, contractual or otherwise, losses, damages, costs, attorney's fees, expenses, causes of actions, claims or judgments, resulting from claimed injury, damage, loss or loss of use to any person, including natural persons and any other legal entity, or property of any kind (including, but not limited to chooses in action) arising out of or in any way connected with the performance of work or work to be performed under this Contract, whether or not arising out of the partial or sole negligence of First Party, its officials, agents, or employees, and shall indemnify First Party for any costs, expenses, judgments and attorney's fees paid or incurred, by or on behalf of the First Party, and/or its agents and employees, or paid for on behalf of First Party and/or its agents and employees, by insurance provided by First Party.

Second Party shall further hold harmless First Party (including its officials, agents and employees) from liability or claims for any injuries to or death of Second Party's or and Sub-contractor's employees, resulting from any cause whatsoever, whether or not arising out of the partial or sole negligence of First Party, its officials, agents, or employees, including protection against any claim of the Second Party or any Subcontractor for any payments under any worker's compensation insurance carried on behalf of said Second Party of Subcontractor, and shall indemnify the First Party for any costs, expenses, judgments and attorney's fees paid or incurred with respect to such liability or claims by it or on its behalf or on behalf of its agents and employees, whether or not by or through insurance provided by First Party.

Second Party shall further hold harmless First Party (including its officials, agents, and employees) from liability or claims for any injuries to or death of any person, arising out of or in any way connected with the performance of work or work to be performed under this Contract, resulting from any cause whatsoever whether or not arising out of the partial or sole negligence of First Party, its officials, agents or employees, ~~which liability or claim arises under or pursuant to the Illinois Structural Works Act (Illinois Revised Statutes, Chapter 48, Sections 60 through 69 inclusive),~~ and shall indemnify the First Party for any costs, expenses, judgments and attorney's fees paid or incurred with respect to such liability or claims by its or on its behalf or on behalf of its agents and employees, whether or not by or through insurance provided by First Party.

In the event the First Party's machinery or equipment is used by the Second Party or any Subcontractor in the performance of the work called for by this Contract, such machinery or equipment shall be considered as being under the sole custody and control of the Second Party during the period of such use by the Second Party or any Subcontractor, and if any person or persons in the employment of the First Party should be used to operate said machinery or equipment during the period of such use, such person or persons shall be deemed during such period of operation to be an employee or employees of the Second Party.

If, but only if, this Contract is deemed to be a construction contract pursuant to ~~Illinois Revised Statutes, Chapter 29, Section 61-63~~ 740 ILCS 35, the obligation of the Second Party to save and/or hold harmless First Party or others shall not apply if and to the extent that the injury, loss, or loss of use arises out of the sole negligence of the person or entity to which said obligation applies to be held harmless.

3. The Second Party shall comply with all applicable laws, codes, Ordinances, rules, regulations and lawful orders of any public authority that in any manner affect its performance of this contract.

4. The Second Party shall, during the entire term hereof, procure and maintain the following insurance if form acceptable to First Party:

(a) Comprehensive General Liability Insurance (Bodily Injury and Property Damage, including Broad Form Property Damage), including Owners, Landlords and Tenants; Manufacturer and Contractors; Owners and Contractors Protective; Products and Completed Operations; and Contractual Liability (which insures Second Party's obligations under this agreement); all with limits of no less than $500,000 per occurrence or accident and $1,000,000 aggregate.

(b) Automobile Liability Insurance covering all owned, leased, hired and non-owned automobiles with limits of no less than $_____per accident.

(c) Worker's Compensation Insurance in accordance with Illinois law.

(d) Employer's Liability Insurance with limits no less than $___per occurrence.

(e) Other: (Specify)

Second Party will provide to the First Party upon request, a Certificate of Insurance, in a form acceptable to the First Party, evidencing the existence of such insurance.

5. Second Party shall pay all current and applicable city, county, state and Federal taxes, licenses, assessments, including Federal Excise taxes, including, without thereby limiting the foregoing, those required by the Federal Insurance Contributions Act and Federal and State Unemployment Tax Acts.

6. Parties agree that all purchase orders, bid specifications and diagrams attached hereto as exhibits ___ through ___ are incorporated herein by reference.

7. Parties agree to comply with all terms and provisions of the Equal Employment Opportunity Clause required by the Illinois Fair Employment Practices Act as attached hereto as Exhibit _____ and incorporated herein by reference.

8. Second Party shall:

a.
b.
c.
d.

9. Second Party warrants all work provided for herein shall be done in a workmanlike manner and all materials provided for herein shall be free from defects and Second Party shall promptly repair or replace any items which are defective in workmanship or material.

10. First Party agrees to pay Second Party the sum of $_____upon completion of work.

11. This Contract shall be governed by and interpreted 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.

12. No waiver of any breach of this Contract or any provision hereof shall constitute a waiver of any other or further breach of this Contract or any provision hereof.

13. This Contract is severable, and the invalidity, or unenforceability, of any provision of this Contract, or any party hereof, shall not render the remainder of this Contract invalid or enforceable. (Unenforceable?)

14. This Contract may not be assigned or Subcontracted by Second Party to any other person or entity without the written consent of First Party.

15. This Contract shall be binding upon the parties hereto and upon the successors in interest, assigns, representatives and heirs of such parties.

16. This Contract shall not be amended unless in writing expressly stating that it constitutes an amendment to this Contract, signed by the parties hereto. First Party shall not be liable to Second Party for the cost of changes of additions to the work to be performed or the materials to be supplied unless such changes or additions are accepted by First Party in a writing approved by and signed by a person with lawful authority granted by First Party to execute such writing.

17. Parties agree that the foregoing and the attached document(s) (if any) constitute all of the agreement between the parties and in witness thereof the parties have affixed their respective signatures on the date first above noted.

17.72 - 17.80 RESERVED

Adopted this 19th day of June, 1990.

Amended 3-19-92

REGIONAL OFFICE OF EDUCATION

DeWitt-Livingston-McLean Counties

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

G. Lawrence Daghe
Superintendent

Nicki Rosenbaum
Assistant Superintendent

This is the Fiscal Year, 2004 budget for the Regional Office of Education, DeWitt, Livingston, McLean Counties.

ACCOUNT TITLE	TOTAL
Personnel	$276,773.60
Operations	50,132.44
Sub-total	$326,906.04
Contingency	1,500.00
Total	$328,406.04

As per agreement, DeWitt County will pay quarterly its share (18%)$59,113.09 the operation of the DeWitt/Livingston/McLean Regional Office of Education (ROE) for FY2004. Payments of $14,778.27 shall be paid quarterly to the ROE: December 1, 2003; March 1, 2004; June 1, 2004 and September 1, 2004.

As per agreement, McLean County will pay quarterly its share (63%)$206,895.81 toward the operation of the DeWitt/Livingston/McLean Regional Office of Education (ROE) for FY2004. Payments of $ 51,723.95 shall be paid quarterly to the ROE: January 1, 2004; April 1, 2004; July 1, 2004 and October 1, 2004.

As per agreement, Livingston County will pay quarterly its share (19%)$62,397.15 toward the operation of the DeWitt/Livingston/McLean Regional Office of Education (ROE) for FY2004. Payments of $15,599.29 shall be paid quarterly to the ROE: December 1, 2003; March 1, 2004 June 1, 2004 and September 1, 2004.

Reconciliation shall be made to the Joint Education Committee for period ending 31 December 2004.

_____

Chairman, McLean Co. Board/Date

_____

Chairman, DeWitt Co. Board/Date

_____

Chairman, Livingston Co. Board/Date

REGIONAL OFFICE OF EDUCATION
PROJECTIO, FY2003, FY2004, FY2005

Description	FY2003 PROPOSED	INC %	*2004 INCREASE AMOUNT*	FY2004 PROPOSED INCREASE	*EXPLANATION*	INC %	*2005 INCREASE AMOUNT*	FY2005 PROPOSED INCREASE
Full Time Employees	$199,767.46	3.5%	*$6,991.86*	$206,759.36	*2.5 COLA+1 MERIT*	3.5%	*$7,236.58*	$213,995.94
Part Time Employees	$2,900.00	2.5%	*$72.50*	$2,972.50	*2.5 COLA*	2.5%	*$74.31*	$3,046.81
Work Compensation	$658.28	2.5%	*$16.46*	$674.74		2.5%	*$16.87*	$691.61
Unemployment	$0.00			$0.00			*$0.00*	$0.00
FICA/Med/IMRF	$37,106.00	9.0%	*$3,354.38*	$40,460.38	*PER IMRF INCREA*	2.5%	*$1,011.51*	$41,471.89
Employee Insurance	$23,130.95	12.0%	*$2,775.71*	$25,906.66	*PER COUNTY ADM*	2.5%	*$647.67*	$26,554.33
500 Payroll	**$263,562.69**		***$13,210.91***	$276,773.60			***$8,986.94***	**$285,760.58**
Publication	$240.00			$240.00				$240.00
Office Supplies	$2,500.00			$2,500.00				$2,500.00
Copy Machine	$5,000.00			$5,000.00				$5,000.00
Special Printing	$3,843.75			$3,843.75				$3,843.75
Postage	$4,773.94			$4,773.94				$4,773.94
Dues/Membership	$1,200.00			$1,200.00				$1,200.00
Instru/Schooling	$200.00			$200.00				$200.00
Liability Insurance	$1,417.50			$1,417.50				$1,417.50
Professional Liab Ins	$3,747.00			$3,747.00				$3,747.00
Physical	$22.00			$22.00				$22.00
Travel	$5,834.81			$5,834.81				$5,834.81
Operations & Mainten	$13,260.94			$13,260.94				$13,260.94
Replacement Fund	$2,400.00			$2,400.00				$2,400.00
Telephone	$5,692.50			$5,692.50				$5,692.50
600-700 Operations	**$50,132.44**	**0.0%**		$50,132.44				**$50,132.44**
Contingency	$1,500.00			$1,500.00				$1,500.00
Total 500,600,700 lines	**$315,195.13**		***$13,210.91***	$328,406.04			***$8,986.94***	**$337,393.02**
2004 HAS 27 PAYS BETWEEN 010104-123104. THE 204761.65 IS FOR 26 PAYS								
THE IMRF RATE FOR 2003 WILL INCREASE FROM 5.32% TO 10.86%. THAT WILL BE 5.54% INCREASE								

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: Cooperative Extension 0133 Department: Cooperative Extension 0088 Pages: 212 -- 213

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 395,000	$ 414,000	$ 425,000	$ 11,000	2.66%
Salaries	$ -	$ -	$ -	$ -	
Fringe Benefits	$ -	$ -	$ -	$ -	
Materials & Supplies	$ -	$ -	$ -	$ -	
Contractual	$ 395,000	$ 414,000	$ 425,000	$ 11,000	2.66%
Capital Outlay	$ -	$ -	$ -	$ -	
Other	$ -	$ -	$ -	$ -	
TOTAL:	$ 395,000	$ 414,000	$ 425,000	$ 11,000	2.66%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Cooperative Extension 0133 Department: Cooperative Extension Service

Pursuant to the referendum approved by the voters in McLean County, the County Board is permitted to levy a property tax in an amount not greater than $0.05 per $100 of equalized assessed valuation. To account for the receipt and distribution of the property tax funds for Cooperative Extension, Special Revenue Fund 0133 has been established in the FY'2004 Recommended Budget. Under Illinois law, the County Board is required to approve the proposed tax levy for the Cooperative Extension Service.

REVENUE:

401.0001 General Property Tax: Pursuant to the referendum approved by the voters in McLean County, the County Board is permitted to levy a property tax in an amount not greater than $0.05 per $100 of equalized assessed valuation. The Cooperative Extension Service has submitted a request for a property tax levy in the amount of $425,000.00. Based on the Supervisor of Assessments' estimate of the County equalized assessed valuation, the proposed tax levy would result in a tax rate of $0.01560 per $100 of equalized assessed value.

EXPENDITURES:

Contractual Services

761.0001 Cooperative Extension: This line item account has increased from $414,000 in the FY'2003 Adopted Budget to $425,000 in the FY'2004 Recommended Budget. This line item accounts for the distribution and payment to the Cooperative Extension Service of the property tax funds levied for Property Tax Assessment Year 2003 and collected in FY'2004.

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

Memorandum

To: Honorable Members of the McLean County Board Finance Committee

From: Robert J. Keller, Director

Date: October 1, 2003

Re: Materials Accompanying the Presentation of the 2003 Budgets for the McLean County Health Department, Tuberculosis Care and Treatment Board, and Board for Care and Treatment of Persons with a Developmental Disability.

Budget Summary Material
Due to the complex nature of the McLean County Health Department's budget – which contains three funds partially supported through special property tax levies and six funds supported exclusively through various grants and contracts - a separate budget overview and summary documents are prepared each year for review by the County Administrator and County Board Finance Committee. In addition to the narrative that accompanies budget materials, an aggregate budget summary for all health-related funds and a more detailed expenditure analysis is included.

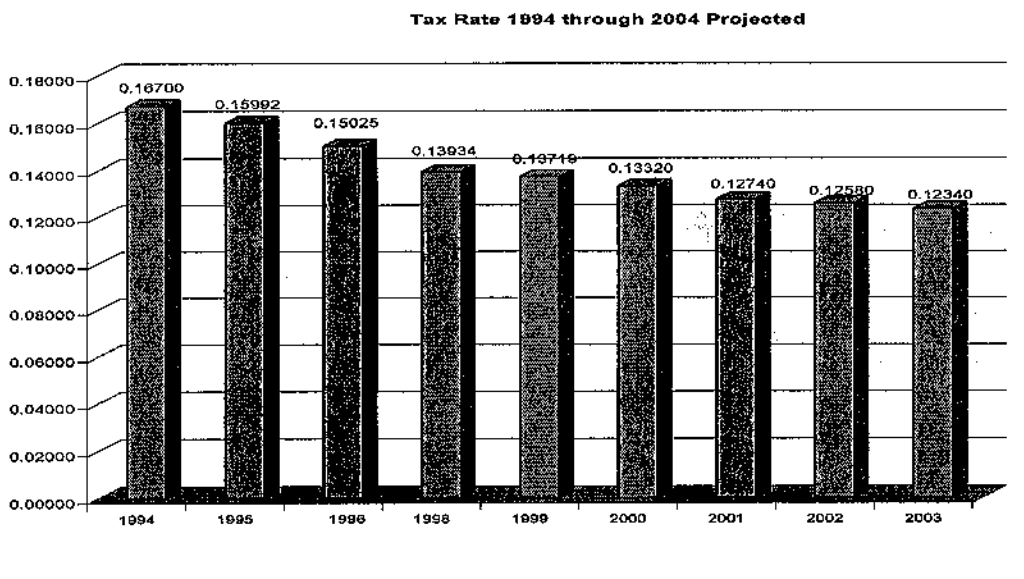
Proposed Amendments to Food Service and Sewage Ordinances
As part of the budget process, and in accordance with County Board budget policy, the Health Department reviews and adjusts fees annually to partially offset increases in program operating expenses. For 2004, fees associated with those programs are proposed to increase 3%. In addition, an amendment to the food ordinance extends the current surcharge for new establishments to include establishments changing locations. This helps defray the cost of extensive staff time involved in plan review and construction oversight. Sundry technical amendments to the ordinance are proposed. A technical amendment to the County's sewage ordinance call for inspection ports to be affixed to all gravel-less systems.

McLean County Board Finance Committee
2004 BUDGET OVERVIEW

The purpose of this summary is to provide Finance Committee members with a brief overview of significant facets of the Health Department's 2004 budget. A conference was held with the County Administrator's Office on August 6th to review revenue projections, personnel, commodity, contractual and capital line items.

As delineated within the McLean County Board's budget policy manual, an objective of the County Administrator's Office is to maintain funding for county services while not increasing the overall property tax rate. The department has offered a means of assisting the Administrator's Office in meeting this goal while, at the same time, meeting service needs.

The combined tax rate for the three taxing levies under the auspices of the Board of Health, TB Board, and 377 Board is 2% below the 2003 level. This is the 10th year in succession that the Health Department has submitted budgets for the three funds with tax rates lower than previous years. Since 1994, the overall tax rate for the three combined property tax levies has declined 26%, from $.167 down to $.1234.



The graph above depicts the 26 decline in the tax rate for the Health Fund from 1994 to present and refers to the assessment year.

There were no substantive issues raised during our meeting with the County Administrator's Office concerning the department's proposed budget for commodity, contractual and equipment line items.

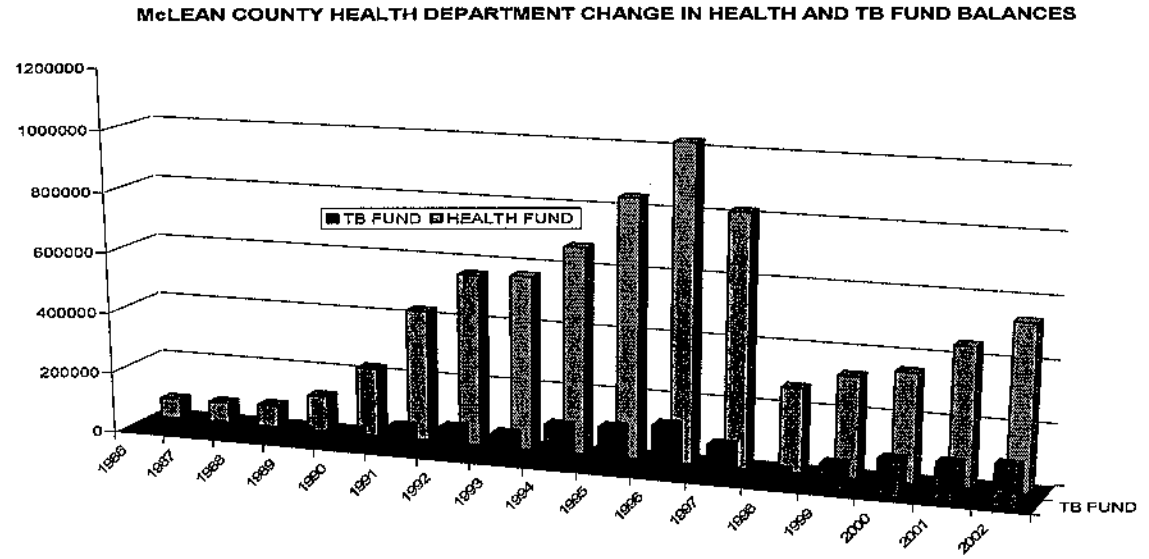
HEALTH FUND

Revenue

- **For the 2004 budget, a <u>property tax rate</u> approximately 1.8% below the rate supporting the 2003 budget within the Health Fund is proposed (-3.22% decrease in mental health and a 1.3% decrease in public health services).**

In accordance with County Board budget policy, the County Administrator's Office is seeking to conserve property tax rate increases. Conservation of property taxes is achieved through several means. First, the department continues to be successful in its effort to generate non-tax revenue

through user fees. Charges for service and permit fees support over one quarter of the Health Fund's public health and animal control service budget. During 2002, revenues exceeded budgetary projections by 2% - while expenditures were also 2% below budget. This trend has allowed the department to return a portion of the fund balance increase to taxpayers as part of succeeding budgets. Prior to the renovation of the department's 200 W. Front St. facility in 1997-98, excess revenues were used to increase the unappropriated fund balance to a point where the Health Fund



The graph above depicts the increases in both the Health Fund and TB Fund balances over time. Note that the balances increased through 1996 and then descended as funds were expended on the 200 W. Front St., building project. Since the conclusion of that project, both balances have grown slightly

could provide sufficient cash flow prior to the collection of taxes. The ample fund balance eliminated the need to borrow from the County's General Fund for cash purposes. However, those funds were utilized over the two-year planning and construction phase to cover costs of the department's current space on a debt-free basis. As of December 31, 2002, the Health Fund balance stood at $535,193. This is substantially above the projected year-end balance. As a result of the major one-time capital expenditure in 1997 and 1998, the department commenced short-term cash flow loans from the General Fund to cover expenditures that take place prior to June 1st of each year. This condition will hold until such time as the fund balance provides ample reserves to meet the department's first 5 months of operating expenses.

During the fall of 2003, the Health Department will utilize approximately $100,000 of the Health and TB fund balances to reimburse the Public Building Commission for the cost of replacing the exterior of the Health Department Building. This is a portion of the $346,000 shared costs between various Health Department funds and the County's General Fund. The Public Building Commission will loan the County the balance of the full $750,000 project cost.

It is projected that the conservative expenditure patterns alluded to above will continue into 2004. Therefore, for the tenth year in succession it is proposed that the department return at least a portion of its operational efficiencies back to taxpayers.

- **For 2004 it is recommended that $44,917 be budgeted through the unappropriated fund. Balance revenue line 0400-0000 for the purpose of holding down property taxes.**

If revenues exceed expenditures by $44,917 or more during 2004, the fund balance will not be reduced. Given the department's track record of controlling expenditures and generating revenue,

this goal should easily be achieved. If an excess of revenue over expenses is achieved, it will be utilized to increase the Health Fund balance to gradually replenish funds depleted for the Health Department Building exterior renovation.

- **Under Food Permit Fees, a 3% across-the-board increase is proposed. Under Private Sewage Disposal Program Fees, a similar 3% across-the-board increase is established.**

Approval of the food sanitation and private sewage disposal permit fee increases will require amended ordinances for adoption by the County Board. In addition, the McLean County Board's Resolution Establishing the Budget Policy for Fiscal Year 2004, Section 12.22-2 User Fees and Charges states: "Every effort shall be made to identify and/or establish appropriate user fess for charges, as authorized by State law..." A strategic planning issue for the Board of Health has been to continually examine the revenue mix of property tax and service fees in the operation of the Health Department. The Health Department began gradually establishing fees for such services as food permits, immunizations, septic system permits, walk-in-clinic, dental clinic etc., in 1985. Prior to that time, these services were supported entirely by property tax and Local Health Protection Grant revenue. In 1985, fees totaled $59,015, representing 3% of the department's overall operating budget. For the proposed 2004 Health Fund budget, a total of $639,286 is projected in fees and charges. This amount supports 24% of the overall public health and animal control services budget.

Expenditures

- **Under the Mental Health Program, FY04 service grants and contracts are annualized with a 2% cost-of-doing-business allowance.**

The mental health program budget annualizes high priority programs such as child/adolescent outpatient services, crisis intervention services, and early intervention substance abuse services. The net effect will be to maintain low turn-away list numbers at the Center for Human Services and hold down admissions and days of care at Illinois Department of Human Services state operated in-patient facilities.

- **Within the Environmental Health Division, costs are held in line with comparable 2003 figures. Increases in compensation, group health insurance and purchase of replacement computer workstations drive the most of the expenditure increases within this division.**
- **Under the Personal Health Services Division, In addition to increases in compensation, and group health insurance, contractual dental services comprise the majority of the program's $25,000 overall expense increase.**
- **Within the Animal Control Program compensation, group health insurance, and building maintenance costs account for the majority of program expenditure increases.**
- **Within the Administration and Support Division, data processing user fees increase significantly to account for data base development and an increase in the Information Services Department's hourly charge-back cost. The administrative surcharge for indirect overhead charges has jumped significantly.**

Overall, expenses within the Health Fund are projected to increase 3%.

Personnel

- **Within the personnel line items (500 expenditure accounts), a request is made to regrade the department's reclassify the department's grade 9 Quality Assurance Coordinator to a grade 10 Public Health Planning and Bioterrorism Coordinator. The request is made in light of the increasing complexity of IDPH funded bioterrorism planning and coordination duties and the IPLAN responsibilities of the position.**

  For the second year, a rather substantial increase is included in group health insurance outlays. The precise amount of the increase has yet to be determined through negotiation with the insurance carrier.

TB CARE AND TREATMENT FUND

Revenue

- **The TB levy is projected to increase 6.4% with the tax rate remaining constant.**

As is the case with the Health Fund, the TB Fund's unappropriated fund balance increased during 2002 from $123,479 at the commencement of the fiscal year to $133,520 as of December 31, 2002. As is the case with the Health Fund, a portion of the fund balance will be used to reimburse the Public Building Commission for a portion of costs associated with replacing the exterior of the Health Department Building. Expenditures for 2002 came in well below budget. However, this will not be the case for 2003 where expenses associated with directly observed therapy and second line medications will impact the budget significantly.

Expenditures

- **A substantial increase in medication is budgeted, due in large measure to an increase in patients under directly observed therapy and MDR patients utilizing second line drugs. Expenses for medications are slated to jump from $8,000 annually to $20,000 per year. As is the case with all funds, the group health insurance rate is projected to increase significantly.**

Overall, expenditures within the TB fund are projected to increase approximately 6%.

377 FUND

Revenue

- **The 377 Fund tax levy is slated to increase approximately 2.3% above the 2003 level with an overall rate decrease of 3.24%.**

Expenditures

- **Within the fund, the contract line for services is projected to increase at a level sufficient maintain existing services and provide a 2% cost-of-doing business allowance providers of service to community residents with developmental disabilities.**

Overall, expenses are projected to increase approximately 2%.

OVERALL ANALYSIS

Overall, the 2004 Budget continues to hold expenditures at a conservative level with the exception of increases linked to group health insurance. It should be noted here that the **levy rate for mental health services** will be at $.0301, approximately $.02 **below the $.05 authorized by referendum in 1989.** Conserving taxes is also evidenced by holding the line in the overall rate for the three funds overseen by the Board of Health, TB Board, and 377 Board through either maintaining or reducing 2003 levy rates. At the same time, the department is likely to face double digit increases in health insurance. Finally, the structure of this budget continues to provide a rational approach to sharing the dividends of prudent management with the county's taxpayers while engaging in funding capital improvements to the department's facility while meeting the public health and mental health needs of the citizenry.

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McLEAN COUNTY BOARD OF HEALTH, TB BOARD, 377 BOARD
COMBINED PROPOSED AGGREGATE BUDGET 2004

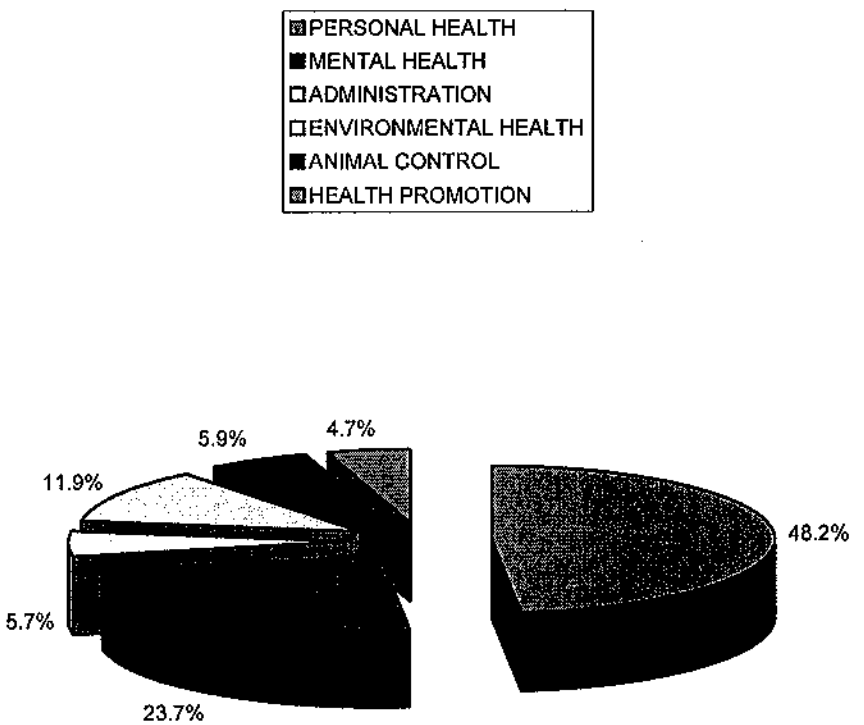
	2004	% OF 2004 BUDGET	2003	% OF 2003 BUDGET	%INC 2003 VS 2004 % INC/DEC	$ INC/DEC
REVENUE						
TAXES	$3,359,846	57.2%	$3,235,983	57.5%	3.8%	$123,863
LIC/PERM/FEE	$409,810	7.0%	$404,926	7.2%	1.2%	$4,884
INTERGOVERNMENTAL	$1,798,975	30.7%	$1,677,832	29.8%	7.2%	$121,143
CHARGE FOR SERVICE	$252,876	4.3%	$260,614	4.6%	-3.0%	-$7,738
MISC.	$47,467	0.8%	$47,517	0.8%	-0.1%	-$50
TRANSFERS	$0	0.0%	$0	0.0%		$0
TOTAL >	$5,868,974		$5,626,872		4.3%	$242,102
EXPENDITURES						
DENTAL PROGRAM	$145,346		$167,157		-13.0%	-$21,811
WIC PROG	$304,982		$263,186		15.9%	$41,796
ADOL PREV PROGRAM	$16,000		$15,000		6.7%	$1,000
PREVENTIVE GRANTS	$120,823		$128,199		-5.8%	-$7,376
FAMILY CASE MANAGEMENT	$809,016		$777,680		4.0%	$31,336
AIDS/CD/BIOTERRORISM	$153,431		$81,750		87.7%	$71,681
TB PRG	$285,309		$268,495		6.3%	$16,814
PERSONAL HLTH PRG	$1,132,904	48.2%	$1,107,902	49.9%	2.3%	$25,002
DEV DISABL PRG	$568,257		$555,176		2.4%	$13,081
MENTAL HLTH PRG	$819,889	23.7%	$800,547	24.1%	2.4%	$19,342
ANIMAL CONT PRG	$331,830	5.7%	$326,028	5.8%	1.8%	$5,802
ENV HEALTH PRG	$696,811	11.9%	$672,441	12.0%	3.6%	$24,370
ADMIN/SUPRT PRG	$344,264	5.9%	$329,025	5.8%	4.6%	$15,239
HEALTH PROMOTION	$140,112	4.7%	$134,286	4.9%	4.3%	$5,826
TOTAL >	$5,868,974		$5,626,872		4.3%	$242,102
TOTAL W/ CAPITAL	0		0			

GRANTS	2.1%
TB	0.3%
PHS	0.4%
MTLHLTH	0.6%
AC	0.1%
ENVH	0.4%
ADMIN	0.3%
HEALTH PROM	0.1%
	4.3%

McLEAN COUNTY HEALTH DEPARTMENT
2004 COMBINED BUDGET BY OBJECT CATEGORY

	TOTAL 2003	TOTAL 2004	$INCREASE DECREASE	%INCREASE DECREASE	2004 LINE % TOTAL
SALARIES	$2,921,085	$3,034,179	$113,094	3.87%	51.70%
FRINGE	$308,783	$350,157	$41,374	13.40%	5.97%
MATERIALS/SUPP	$224,539	$241,468	$16,929	7.54%	4.11%
CONTRACTUAL	$2,134,527	$2,177,089	$42,562	1.99%	37.09%
CAPITAL	$37,938	$66,081	$28,143	74.18%	1.13%
TRANSFER	$0	$0	$0		0.00%
TOTAL	$5,626,872	$5,868,974	$242,102	4.3%	100.00%
TAXES	$3,235,983	$3,359,846	$123,863	3.83%	57.25%
LIC PERMITS	$404,926	$409,810	$4,884	1.21%	6.98%
INTER-GOVT	$1,677,832	$1,798,975	$121,143	7.22%	30.65%
CHARGES	$260,614	$252,876	-$7,738	-2.97%	4.31%
	$0	$0			
TRANSFER	$0	$0	$0		0.00%
MISC	$47,517	$47,467	-$50	-0.11%	0.81%
	$0	$0			
TOTAL	$5,626,872	$5,868,974	$242,102	4.3%	100.00%

2003 Budget - Functional Breakout



PRELIMINARY 2003 VS 2004
TAX/LEVY INFORMATION

Fund		2003 TAX LEVY	2004 TAX LEVY	% $ CHG	2003 RATE	2004 RATE	% RATE CHG
0110-60	DD PROGRAM	555,176	568,257	2.30%	0.0216	0.0209	-3.24%
0111-62	TB PROGRAM	264,295	281,159	6.40%	0.0103	0.0103	0.00%
0112-60	MH PROGRAM	800,547	819,889	2.40%	0.0311	0.0301	-3.22%
0112-61	EH PROGRAM	397,216	419,015	5.50%	0.0155	0.0154	0.00%
0112-62	PHS PROGRAM	832,907	873,690	4.90%	0.0324	0.0321	-1.00%
0112-63	ADM PROGRAM	251,556	257,724	2.50%	0.0098	0.0095	-3.10%
0112-67	HEALTH PROMOTION	134,286	140,112	4.30%	0.0052	0.0051	-1.90%
Total 0112-0061 0401.0001		2,416,512	2,510,430	3.89%	0.0939	0.0922	-1.80%
0112-0061 Mental Health		800,547	819,889	2.40%	0.0311	0.0301	-3.22%
0112-0061 Public Health		1,615,965	1,690,541	4.61%	0.0629	0.0621	-1.30%
Aggregate Levy 110, 111, 112		3,235,983	3,359,846	3.80%	0.1259	0.1234	-2.00%
*	EAV BASE 2002	$2,570,755,800	EAV BASE 2003	$2,723,562,600			

COMPARISON
2003-2004
$150,000 Home

	2003	2004	$ Change
EAV ($150K *.3333)	$50,000	$50,000	$0.00
Developmental Disabilities Tax	$10.80	$10.45	($0.35)
TB Tax	$5.15	$5.15	$0.00
Mental Health Tax	$15.55	$15.05	($0.50)
Public Health Tax	$31.45	$31.05	($0.40)
Total	$62.95	$61.70	($1.25)

Note: Total levies for developmental disabilities, tuberculosis care and treatment, mental health and public health services represents 1.7% of a property tax payers overall payment.

Note total 2001 City of Bloomington Tax Rate of 7.29897 equates to a total Property Tax Bill of $3,650.00 for an owner of a $150,000 home. Total for McLean County Health Department Services is approximately $62.00.

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TOTAL EXPENDITURES AND
MAJOR REVENE/EXPENDITURE VARIANCES BY PROGRAM

0110-0061 DEVELOPMENTALLY DISABLED PERSONS' PROGRAM

		FROM	TO			%
DD Grants	706.02	544,923	567,986	MENTAL HEALTH SERVICES ARE INCREASED DUE TO PROJECTED INCREASED COSTS IN PROVIDING SERVICES.	23,063	4.23
Adm. Surcharge	778.02	253	271	ADMINISTRATIVE SURCHARGE IS INCREASED DUE TO THE COST OF DOING BUSINESS.	18	7.11
Total Program		555,176	568,257		13,081	2.36

111-0061-0062 TB PROGRAM NURSING

Unclassified Rev	410.35	100	50	THIS REVENUE LINE HAS BEEN REDUCED BY ONLY $50.00 BASED UPON HISTORICAL COLLECTION OF OUT-OF-COUNTY TB REVENUE.	-50	-50.00
Full Time Salaries	503.01	132,554	135,575	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	3,021	2.28
Employee Med	599.02	10,506	11,536	EMPLOYEE MEDICAL IS INCREASED DUE TO THE PROJECTED INCREASE FROM $2,550 ANNUALLY TO $2,800 ANNUALLY PER FULL TIME EMPLOYEE.	1,030	9.80
Vaccine/Meds	622.05	8,000	20,000	PRESCRIPTION MEDICINE IS BEING INCREASED DUE TO THE PROJECTED COSTS OF TREATING TB CLIENTS WITH A RESISTANT TB STRAIN.	12,000	150.00
Medical Dir. Fee	751.01	18,093	18,540	MEDICAL DIRECTOR FEE IS INCREASED DUE TO INCREASED COST OF CONTRACTUAL EMPLOYEE.	447	2.47
Total Program		268,495	285,309		16,814	6.26

0112-0061-0060 MENTAL HEALTH PROGRAM

Mental Health Services	706.02	761,386	778,919	THE 2% INCREASE IS ASSOCIATED WITH THE COST OF DOING BUSINESS INCREASES ASSOCIATED WITH THE ANNUAL MENTAL HEALTH CONTRACTS.	17,533	2.30
Contract Services/R.U.M.	706.04	6,813	7,052	UTILITIES AND MAINTENANCE OF THE 200 W. FRONT STREET BUILDING HAS BEEN INCREASED BASED ON INCREASED COSTS TO OPERATE THE FACILITY.	239	3.51
Total Program		800,547	819,889		19,342	2.42

0112-0061-0061 ENVIRONMENTAL HEALTH PROGRAM

Grease Sludge Inspctn Rei	407.71	15,000	12,990	THE NUMBER OF SITE INSPECTIONS WAS OVER ESTIMATED IN FY2003. THIS MORE CLOSELY REFLECTS THE REVENUE PATTERNS FOR FY2004.	-2,010	-13.40
Testing Fee	410.91	5,000	2,000	THE GEOTHERMAL WELL TESTING FEE HAS BEEN REDUCED TO $2,000. WE ARE FINDING THAT THERE ARE NOT AS MANY OF THESE IN THE COUNTY AS ONCE ANTICIPATED. THOSE THAT ARE BEING INSTALLED ARE IN BLOOMINGTON OR NORMAL WHERE THE FEE REVENUE GOES TO THE MUNICIPALITY NOT THE COUNTY.	-3,000	-60.00

Full Time Salaries	503.01	501,771	514,953	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	13,182	2.63
Employee Med	599.02	33,150	36,400	EMPLOYEE MEDICAL IS INCREASED DUE TO THE PROJECTED INCREASE FROM $2,550 ANNUALLY TO $2,800 ANNUALLY PER FULL TIME EMPLOYEE.	3,250	9.80
Purchase/Computer Equip.	833.02	1,750	5,000	THE COST OF THREE COMPUTER WORKSTATIONS IS BEING BUDGETED FOR FY2004.	3,250	185.71
Total		672,441	696,811		24,370	3.62

0112-0061-0062 PERSONAL HEALTH SERVICES

Medicare Reimbursement	404.06	15,282	13,262	MEDICARE REVENUE HAS BEEN REDUCED BY $2,020 DUE TO THE FACT THAT PNEUMONIA VACCINE CAN ONLY BE REIMBURSED FOR CLIENTS EVERY SIX YEARS. THEREFORE THOSE INDIVIDUALS GETTING THE VACCINE OVER THE PAST COUPLE OF YEARS ARE NOT ELIGIBLE AGAIN FOR SIX YEARS.	-2,020	-13.22
Flu Vaccine Donations	410.64	3,150	2,800	DUE TO THE ABILITY TO ONLY GET REIMBURSEMENT ONE TIME PER LIFETIME FOR PNEUMONIA VACCINATIONS, THIS LINE HAS BEEN REDUCED.	-350	-11.11
Immunizations	410.83	26,000	23,000	IMMUNIZATION REVENUE HAS BEEN REDUCED BY $3,000 BASED ON THE FACT THAT MORE COMBINATION VACCINES ARE NOW ON THE MARKET REDUCING ACTUAL NUMBER OF IMMUNIZATIONS GIVEN TO CHILDREN. IN ADDITION, THROUGH KIDCARE, CHILDREN CAN GET THEIR IMMUNIZATIONS PAID FOR AT THEIR PRIMARY CARE PHYSICIANS' OFFICES.	-3,000	-11.54
Full Time Salaries	503.01	667,946	679,426	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	11,480	1.72
Part Time Salaries	515.01	119,450	127,048	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	7,598	6.36
Occasional/Seasonal Emp.	516.01	9,488	9,734	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	246	2.59
Employee Med	599.02	46,512	51,072	EMPLOYEE MEDICAL IS INCREASED DUE TO THE PROJECTED INCREASE FROM $2,550 ANNUALLY TO $2,800 ANNUALLY PER FULL TIME EMPLOYEE.	4,560	9.80
Medical Dir. Fee	751.01	16,740	17,220	MEDICAL DIRECTOR FEE IS INCREASED DUE TO INCREASED COST OF CONTRACTUAL EMPLOYEE.	480	2.87
Dental Services	752.01	6,000	8,000	THIS INCREASE IS RELATED TO THE COST OF PROVIDING CHILDREN AND ADULT DENTAL SERVICES AT REDUCED IDPA RATES. IDPA RATES HAVE DECREASED 10% OVER THE PAST 12 MONTHS. MOST CLIENTS SEEN IN THE CLINIC HAVE NO ALTERNATE LOCATION FOR TREATMENT.	2,000	33.33
Pur.Med./Dental Equip	793.01	-0-	1,000	6 YEARS OF OPERATION IS REQUIRING EQUIPMENT REPLACEMENT IN THE DENTAL CLINIC.	1,000	100.00
Total		1,107,902	1,132,904		25,002	2.26

0112-0061-0063 ADMINISTRATION PROGRAM

Vital Records Fee	410.36	37,780	43,347	THESE FEES HAVE INCREASED BASED ON VOLUME AND THE FEE INCREASE ASSOCIATED WITH THE COLLECTION OF THE DEATH TAX SURCHARGE EMPLOYED BY THE STATE OF ILLINOIS.	5,567	14.74

Full Time Salaries	503.01	224,953	234,890	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	9,937	4.42
Employee Med	599.02	14,280	15,680	EMPLOYEE MEDICAL IS INCREASED DUE TO THE PROJECTED INCREASE FROM $2,550 ANNUALLY TO $2,800 ANNUALLY PER FULL TIME EMPLOYEE.	1,400	9.80
Contract Services/R.U.M.	706.04	24,911	26,771	UTILITIES AND MAINTENANCE OF THE 200 W. FRONT STREET BUILDING HAS BEEN INCREASED BASED ON INCREASED COSTS TO OPERATE THE FACILITY.	1,860	7.47
DP User Fee	778.01	6,723	8,000	DP USER FEES HAS BEEN INCREASED TO PAY FOR UPGRADES NEEDED FROM MOVING TO MICROSOFT ACCESS.	1,277	18.99
Adm. Surcharge	778.02	16,870	18,071	ADMINISTRATIVE SURCHARGE IS INCREASED DUE TO THE COST OF DOING BUSINESS.	1,201	7.12
Total		329,025	344,264		15,239	4.63

0112-0061-0065/0066 ANIMAL CONTROL PROGRAM

Disposal	410.74	1,000	-0-	DISPOSAL REVENUE HAS BEEN DELETED BASED ON THE DECISION TO NO LONGER PROVIDE INCINERATOR SERVICE TO LOCAL VETS. THE COST OF THE OPERATION & MAINTENANCE ON THE UNIT WAS TOO EXPENSIVE TO JUSTIFY.	-1,000	-100.00
Full Time Salaries	503.01	153,047	159,105	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	6,058	3.96
Per Diem Emp.	520.01	5,371	5,478	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD INCREASES.	107	1.99
IMRF Contribution	599.01	3,432	4,360	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD INCREASES.	928	2.70
Employee Med	599.02	7,089	7,784	EMPLOYEE MEDICAL IS INCREASED DUE TO THE PROJECTED INCREASE FROM $2,550 ANNUALLY TO $2,800 ANNUALLY PER FULL TIME EMPLOYEE.	695	9.80
Soc. Sec. Cont.	599.03	6,294	6,663	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD INCREASES.	369	5.86
Clothing/Employees	601.01	260	350	CLOTHING FOR EMPLOYEES IS INCREASED DUE TO THE COST OF SHIRTS FOR ANIMAL CONTROL EMPLOYEES.	90	3.46
Bldg/Equip Main.	624.01	1,000	3,033	BUILDING MAINTENANCE EXPENSE IS INCREASED BASED UPON NEEDED IMPROVEMENT AT THE ANIMAL CONTROL FACILITY.	2,033	203.30
Adm. Surcharge	778.02	2,565	2,642	ADMINISTRATIVE SURCHARGE IS INCREASED DUE TO THE COST OF DOING BUSINESS.	77	3.00
Vehicles	840.01	4,000	6,000	$6,000 HAS BEEN BUDGETED FOR THE PURCHASE OF A NEW ANIMAL CONTROL VEHICLE. THIS AMOUNT IS BUDGETED FOR CARRY-OVER TO THE NEXT YEAR SO THE PURCHASE PRICE OF A NEW VEHICLE IS NOT A SEVERE SPIKE IN ANY ONE GIVEN YEAR, BUT HAS ACCUMULATED REVENUE FOR THE PURCHASE SPREAD OVER MULTIPLE YEARS. THE LAST VEHICLE WAS PURCHASED IN FY2003.	2,000	50.00
Total		326,028	331,830		5,802	1.78

0112-0061-0067 HEALTH PROMOTION PROGRAM

General Prop Tax	407.01	134,286	140,112	GENERAL PROPERTY TAX HAS BEEN INCREASED TO COVER INCREASED COST OF DOING BUSINESS IN THE HEALTH PROMOTION PROGRAM.	5,826	4.34
Full Time Salaries	503.01	78,627	81,965	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	3,338	4.25

Part Time Salaries	515.01	17,463	17,980	SALARIES ARE INCREASED DUE TO ACROSS THE BOARD AND MERIT INCREASES.	517	2.96
Employee Med	599.02	5,720	6,216	EMPLOYEE MEDICAL IS INCREASED DUE TO THE PROJECTED INCREASE FROM $2,550 ANNUALLY TO $2,800 ANNUALLY PER FULL TIME EMPLOYEE.	496	8.67
Educat. Materials	612.03	813	906	REFERENCE BOOKS, VIDEOS AND PUBLICATIONS HAVE BEEN INCREASED TO KEEP PACE WITH TRAINING NEEDS.	93	11.44
Letterhead/Printing	629.01	1,690	2,000	EXPENSE ASSOCIATED WITH PRINTED SUPPLIES IS INCREASED BASED UPON CURRENT UTILIAZATION PATTERNS AND THE POLICY OF THE DEPARTMENT TO MOVE LARGE PRINT JOBS OUT OF HOUSE TO SAVE ON MANPOWER AND OVEAGE COSTS ON COPY MACHINES.	310	18.34
Contract Services/R.U.M.	706.04	20,328	21,200	UTILITIES AND MAINTENANCE OF THE 200 W. FRONT STREET BUILDING HAS BEEN INCREASED BASED ON INCREASED COSTS TO OPERATE THE FACILITY.	872	4.29
DP User Fee	778.01	-0-	200	DP USER FEES HAS BEEN INCREASED TO PAY FOR UPGRADES NEEDED FROM MOVING TO MICROSOFT ACCESS.	200	100.00
Total		134,286	140,112		5,826	4.34

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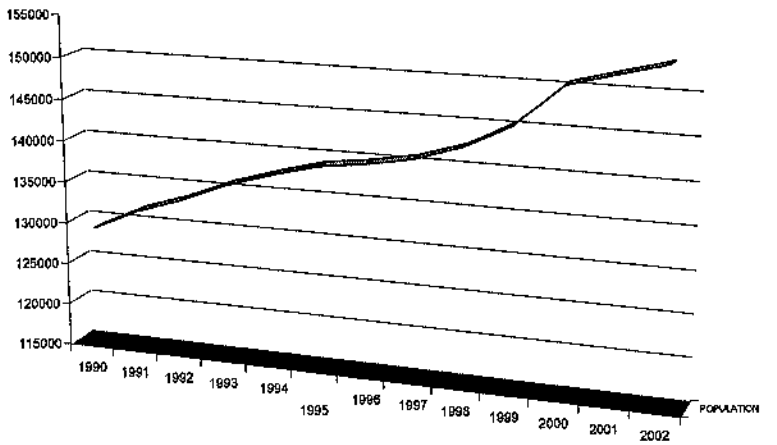
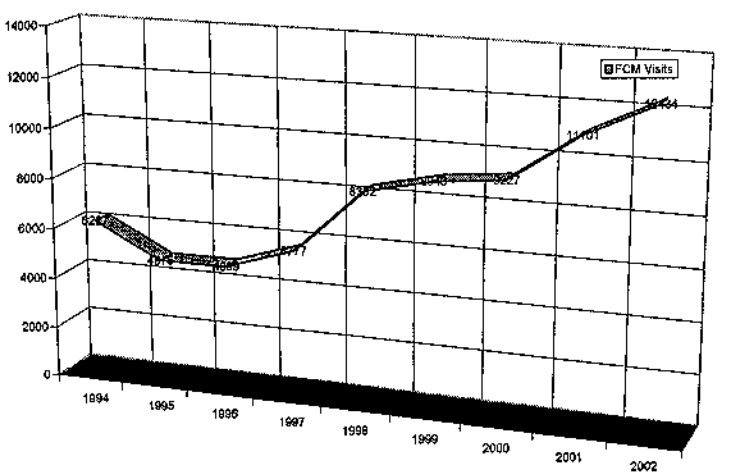
Summary of Historical Statistical Information Maternal and Child Health Services

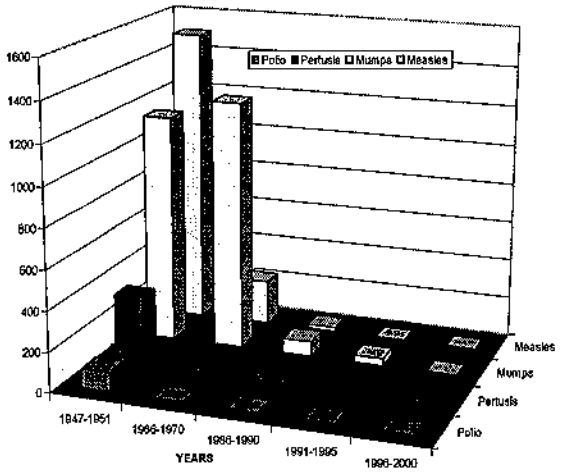
CHANGE IN McLEAN COUNTY POPULATION 1990-2002



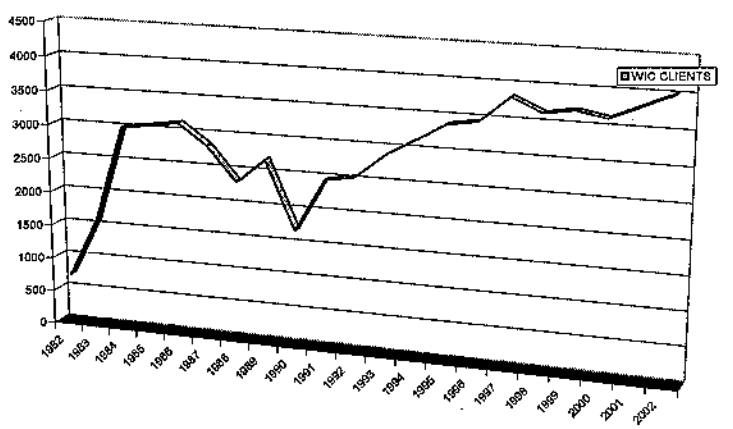
McLean County
Family Case Management Visits



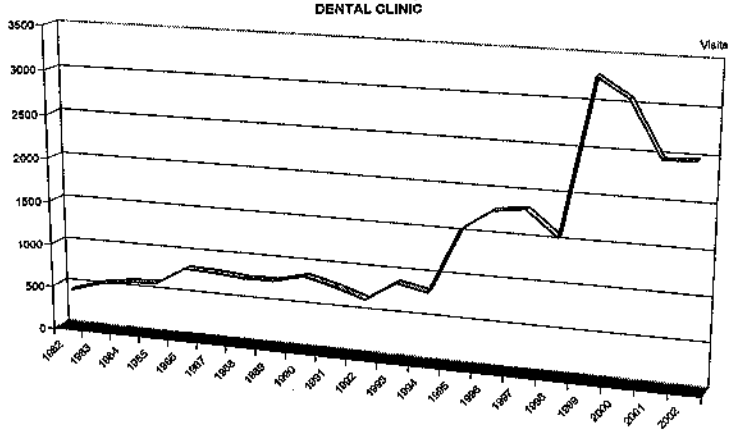
McLean County
INCIDENCE OF CHILDHOOD DISEASES



McLean County
WIC CASES

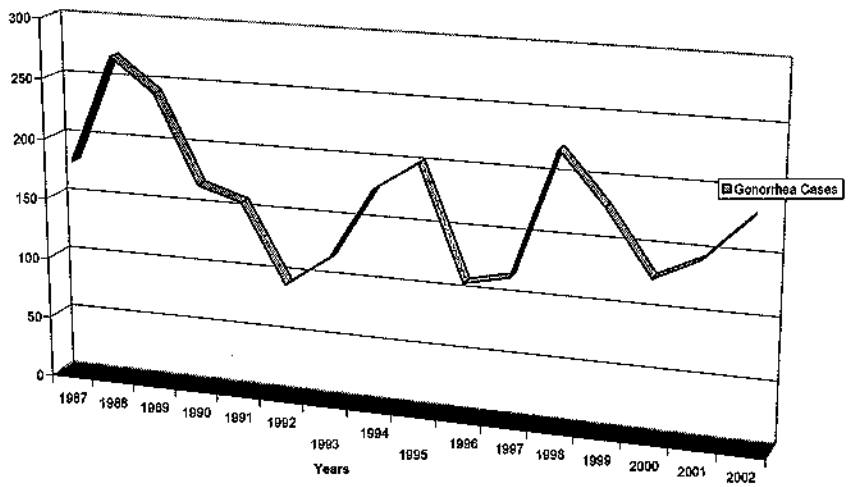


McLean County
DENTAL CLINIC

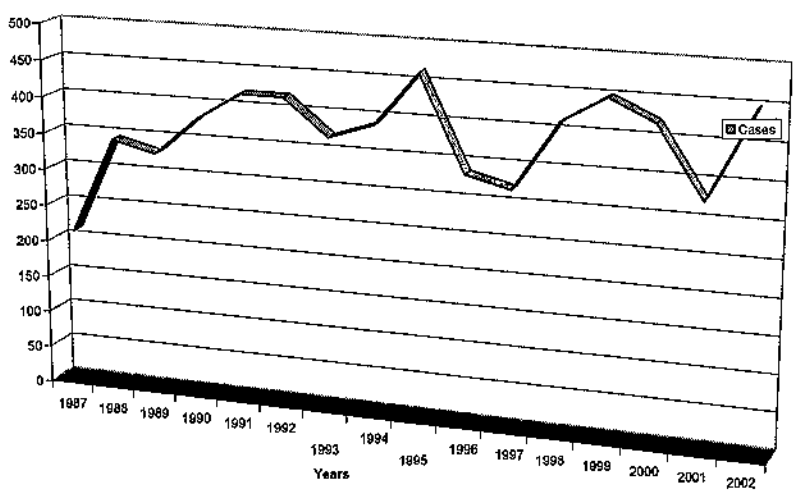


Historical Summary of Statistical Information Communicable Disease Services

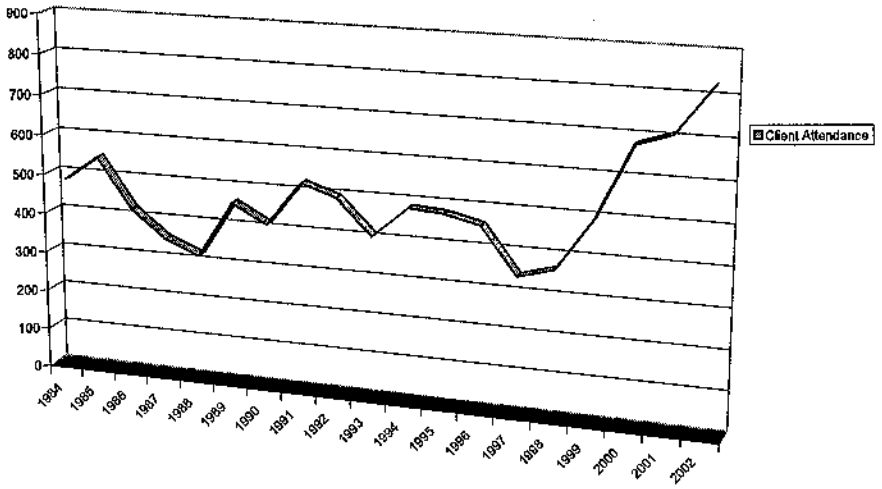
McLean County
Incidence of Gonorrhea



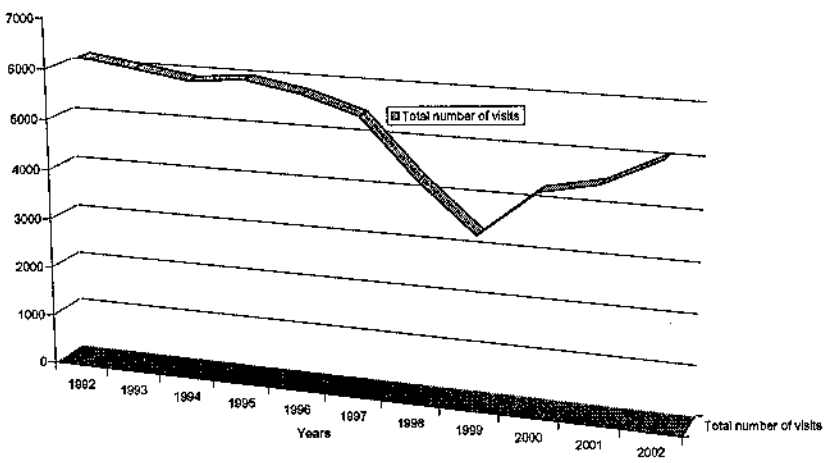
McLean County
REPORTED CASES OF CHLAMYDIA

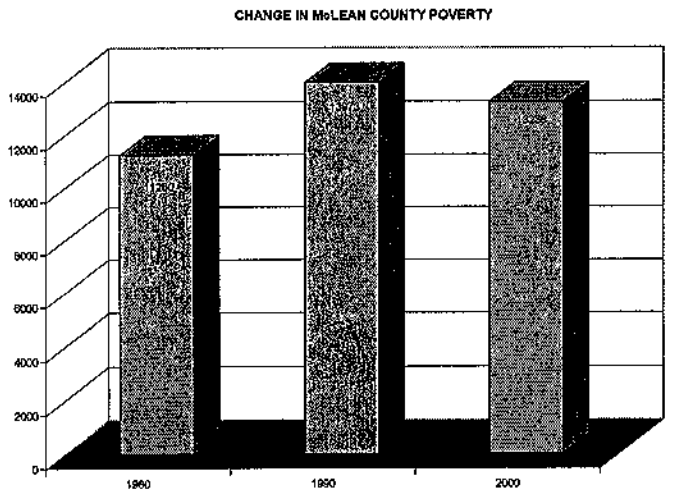


McLean County
STD Clinic Attendance



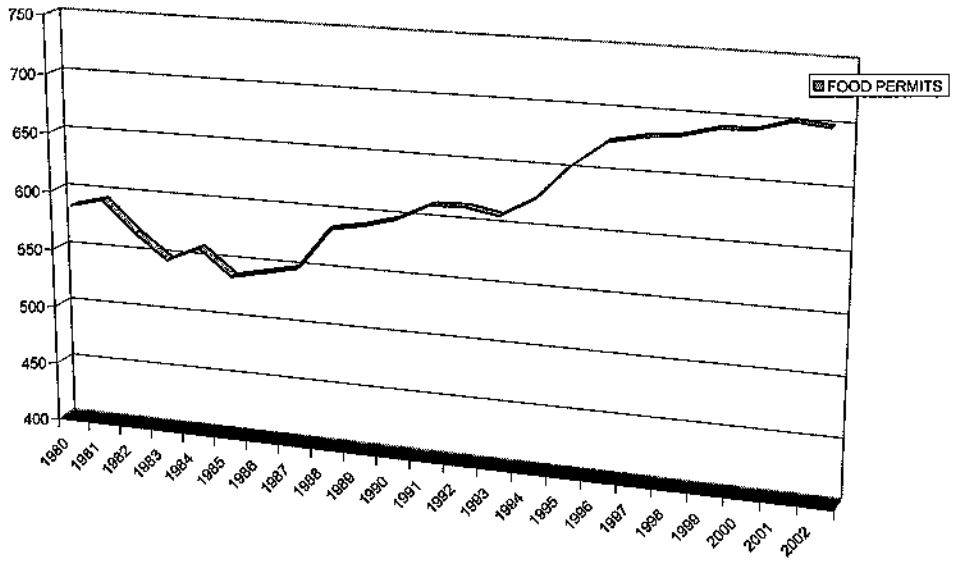
McLean County
Tuberculosis Clinic



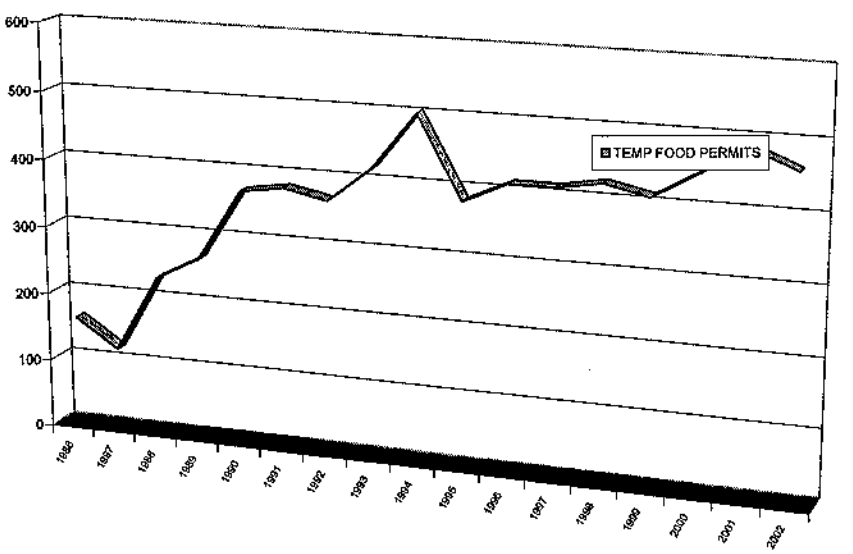

CHANGE IN McLEAN COUNTY POVERTY
14000
12000
10000
8000
6000
4000
2000
0
1980
1990
2000

Historical Summary of Statistical Information Environmental Health

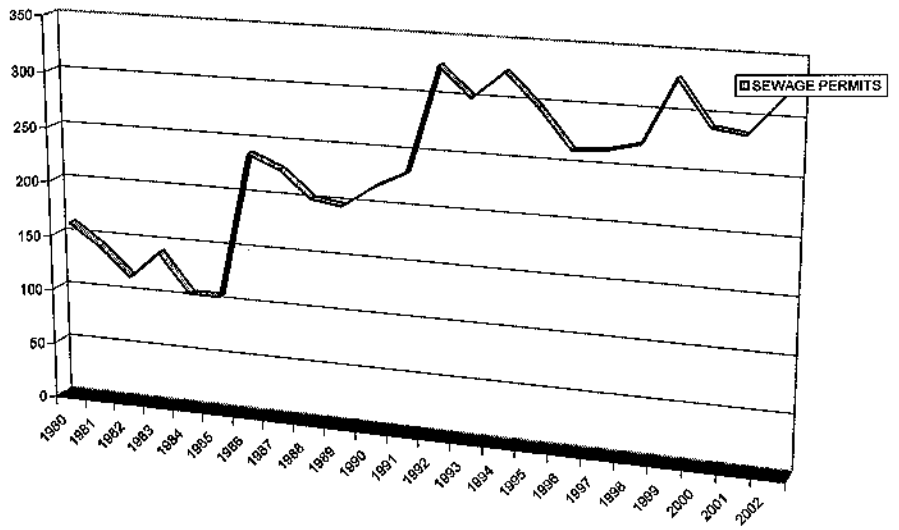
McLean County
FOOD PERMITS



TEMPORARY FOOD PERMITS ISSUED



McLean County
PRIVATE SEWAGE PERMITS ISSUED



McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Auditor 0003 Pages: 10 -- 11

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ -	$ -	$ -	$ -	N/A
Salaries	$ 227,838	$ 240,932	$ 253,405	$ 12,473	5.18%
Fringe Benefits	$ 11,500	$ 12,750	$ 16,800	$ 4,050	31.76%
Materials & Supplies	$ 13,925	$ 13,425	$ 14,225	$ 800	5.96%
Contractual	$ 11,395	$ 10,275	$ 10,210	$ (65)	-0.63%
Capital Outlay	$ -	$ 1,600	$ 1,310	$ (290)	-18.13%
Other	$ -	$ -	$ -	$ -	N/A
TOTAL:	$ 264,658	$ 278,982	$ 295,950	$ 16,968	6.08%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Auditor 0003

Highlights of the Recommended Budget

EXPENDITURES:

Personnel:

There is no change in the staffing level in the FY'2004 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts in the FY'2004 Recommended Budget have been budgeted at the same level or less as in the FY'2003 Adopted Budget with the following exception:

629.0001 Letterhead/Printed Forms: This line item account has been increased from $3,900 in the FY'2003 Adopted Budget to $4,500 in the FY'2004 Recommended Budget. This increase is based on the two-year purchase cycle for ordering forms and check stock. In FY'2002, the Office spent $4,622 on Letterhead/Printed Forms.

630.0001 Postage: This line item account has been increased from $5,400 in the FY'2003 Adopted Budget to $5,600 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual expenses and the year to date expenses as of the date the Recommended Budget was prepared.

Contractual:

All Contractual line item accounts in the FY'2004 Recommended Budget have been budgeted at the same levels or less as in the FY'2003 Adopted Budget with the following exceptions:

701.0001 Advertising/Legal Notices: This line item account has been increased from $200 in the FY'2003 Adopted Budget to $260 in the FY'2004 Recommended Budget. This increase is based on the statutory requirement for the Auditor to publish a Statement of Financial Condition for County government.

750.0001 Equipment Maintenance Contracts: This line item account has been increased from $750 in the FY'2003 Adopted Budget to $800 in the FY'2004 Recommended Budget. This increase is based on the anticipated increase in the annual cost of the equipment maintenance contracts for the office.

769.0001 Interest Expense: This is a new line item account, which has been added in the FY'2004 Recommended Budget. GASB 34 requires that the interest expense on lease-purchase agreements be reported as a separate line item in the annual operating budget. Please note that the Lease/Purchase Office Equipment line-item account has been reduced to reflect only the principal amount of the payment.

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line item account has been decreased from $1,600 in the FY'2003 Adopted Budget to $1,310 in the FY'2004 Recommended Budget. This decrease is based on the GASB 34 requirement that principal and interest expense on lease-purchase agreements be reported separately in the annual operating budget.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Treasurer 0004 Pages: 12 -- 15

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 613,500	$ 605,200	$ 574,500	$ (30,700)	-5.07%
Salaries	$ 229,962	$ 215,575	$ 214,544	$ (1,031)	-0.48%
Fringe Benefits	$ 13,800	$ 12,750	$ 14,000	$ 1,250	9.80%
Materials & Supplies	$ 75,700	$ 73,400	$ 74,200	$ 800	1.09%
Contractual	$ 21,500	$ 19,400	$ 29,400	$ 10,000	51.55%
Capital Outlay	$ -	$ -	$ -	$ -	N/A
Other	$ -	$ -	$ -	$ -	N/A
TOTAL:	$ 340,962	$ 321,125	$ 332,144	$ 11,019	3.43%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Treasurer 0004

Highlights of the Recommended Budget

REVENUE:

415.0001 Interest on Investments: This revenue line item account has been increased from $85,000 in the FY'2003 Adopted Budget to $87,000 in the FY'2004 Recommended Budget. This increase is based on the year-to-date interest earned, as of the date the Recommended Budget was prepared.

415.0003 Costs/Interest on Delinquent Taxes: This revenue line item account has been budgeted at the same level as in the FY'2003 Adopted Budget - $390,000. This amount reflects the anticipated late payment costs and interest to be collected on the delinquent property tax payments.

415.0200 Interest on Illinois Investment Account: This revenue line item account has been decreased from $30,000 in the FY'2003 Adopted Budget to $25,000 in the FY'2004 Recommended Budget. This decrease is based on the low interest rates on investments offered by financial institutions.

415.0250 Interest on Merrill Lynch Account: This revenue line item account has been decreased from $1,000 in the FY'2003 Adopted Budget to $500 in the FY'2004 Recommended Budget. This decrease is based on the low interest rates on investments offered by Merrill Lynch Government Account. As a result of more competitive interest rates offered by Illinois Funds and State Farm, the Treasurer's Office has reduced the amount of funds invested with Merrill Lynch.

415.0400 Interest on Certificates of Deposit: This revenue line item account has been decreased from $85,000 in the FY'2003 Adopted Budget to $65,000 in the FY'2004 Recommended Budget. This decrease is based on the low interest rates on Certificate of Deposit investments offered by financial institutions.

EXPENDITURES:

Personnel:

There is no change in the staffing level in the FY'2004 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts in the FY'2004 Recommended Budget have been budgeted at the same level or less as in the FY'2003 Adopted Budget with the following exceptions:

621.0001 Operational Supplies: This line item account has been increased from $300 in the FY'2003 Adopted Budget to $1,300 in the FY'2004 Recommended Budget. This increase is based on the need to purchase office chairs and keyboard pads that meet ergonomic requirements.

630.0001 Postage: This line item account has been increased from $40,000 in the FY'2003 Adopted Budget to $43,000 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual expenses and the year to date expenses as of the date the Recommended Budget was prepared.

Contractual:

All Contractual line item accounts in the FY'2004 Recommended Budget have been budgeted at the same levels or less as in the FY'2003 Adopted Budget with the following exceptions:

706.0001 Contract Services: This is a new line item account that has been added in the FY'2004 Recommended Budget. This line item account is budgeted at $5,000 to cover the annual expense for the armored car, bank courier service contract.

782.0003 Bank Service Charge: This line item account has been increased from $900 in the FY'2003 Adopted Budget to $8,000 in the FY'2004 Recommended Budget. This increase is based on the monthly and annual fees charged by the financial institutions where the Treasurer's Office maintains depository accounts. Previously, these fees were subtracted

from the interest earned on the investments. The County's outside auditor has recommended that these charges should be reflected in a separate expense line item account.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Clerk 0005 Pages: 16 -- 18

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 130,365	$ 235,461	$ 419,561	$ 184,100	78.19%
Salaries	$ 272,443	$ 281,530	$ 289,359	$ 7,829	2.78%
Fringe Benefits	$ 18,400	$ 20,400	$ 22,400	$ 2,000	9.80%
Materials & Supplies	$ 40,875	$ 40,560	$ 38,885	$ (1,675)	-4.13%
Contractual	$ 251,241	$ 215,606	$ 280,514	$ 64,908	30.10%
Capital Outlay	$ -	$ 1,548	$ 95,989	$ 94,441	6100.84%
Other	$ -	$ -	$ -	$ -	
TOTAL:	$ 582,959	$ 559,644	$ 727,147	$ 167,503	29.93%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Clerk 0005

Highlights of the Recommended Budget:

REVENUE:

All Revenue line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget.

410.0115 Economic Interest Statements: This line item account has decreased from $1,200 in the FY'2003 Adopted Budget to $300 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

410.0528 Death Certificates: This line item account has decreased from $5,000 in the FY'2003 Adopted Budget to $4,500 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual revenue and the year to date revenue received, as of the date the Recommended Budget was prepared.

410.0540 Redemption Fees: This line item account has decreased from $70,000 in the FY'2003 Adopted Budget to $68,000 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual revenue and the year to date revenue received, as of the date the Recommended Budget was prepared.

407.0011 Reimbursement Special Services: This line item account has increased from $17,500 in the FY'2003 Adopted Budget to $207,500 in the FY'2004 Recommended Budget. This increase is attributable to the State Board of Elections' reimbursement to local election authorities for the purchase of optical scan voting machines to replace punch card voting systems, as required by the federal law, Help America Vote Act. The estimated reimbursement due to McLean County is equal $3,346 per optical scan machine. The reimbursement will cover approximately 60% of the actual cost of the optical

scan voting machine.

415.0001 Interest on Investments: This line item account has decreased from $7,000 in the FY'2003 Adopted Budget to $4,500 in the FY'2004 Recommended Budget. This decrease is attributable to the decline in interest rates on investments.

EXPENDITURES:

Personnel:

There is no change in the FTE staffing level in the FY'2004 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget with the following exceptions:

621.0001 Operational Supplies: This line item account has increased from $1,210 in the FY'2003 Adopted Budget to $2,160 in the FY'2004 Recommended Budget. This increase is based on the need to purchase additional binders for birth and death certificates. This increase is also based on a review of last year's actual expenditures and the year to date expenditures, as of the date the Recommended Budget was prepared

626.0001 Election Supplies: This line item account has increased from $7,700 in the FY'2003 Adopted Budget to $8,600 in the FY'2004 Recommended Budget. This increase is based on the additional expenses incurred during an even year election (2004 is also a Presidential Election year).

Contractual:

All Contractual Services line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget with the following exceptions:

701.0001 Advertising/Legal Notices: This line item account has increased from $15,050 in the FY'2003 Adopted Budget to $22,250 in the FY'2004 Recommended Budget. This increase is based on the additional advertising/legal notices publication expense incurred during an even year election (2004 is also a Presidential Election year).

706.0001 Contract Services: This line item account has decreased from $103,000 in the FY'2003 Adopted Budget to $18,750 in the FY'2004 Recommended Budget. This decrease is based on the recommendation of the County Auditor to transfer the election expense services provided by the third-party contractor to line item account 773.0001 Non Contractual Services.

750.0001 Equipment Maintenance Contract: This line item account has increased from $800 in the FY'2003 Adopted Budget to $19,490 in the FY'2004 Recommended Budget. This increase is attributable to the anticipated equipment maintenance expense on the optical scan voting machines after the warranty period expires.

762.0001 Election Judges' Expense: This line item account has increased from $77,000 in the FY'2003 Adopted Budget to $100,125 in the FY'2004 Recommended Budget. This increase is based on 2004 being an even-year election. In the even-year election, it is necessary to have a minimum of 5 election judges in each precinct. In an even-year election, it is also likely that there will be additional precincts.

769.0001 Interest Expense: This is a new line item account, which has been added in the FY'2004 Recommended Budget. GASB 34 requires that the interest expense on lease-purchase agreements be reported as a separate line item in the annual operating budget.

773.0001 Non Contractual Services: This is a new line item account, which has been added in the FY'2004 Recommended Budget. The County Auditor recommended that line item account be established. This line item accounts for the professional services provided by the third party vendor used by the County Clerk to prepare the ballots for the primary and general election and to program the optical scan voting machines.

Capital:

832.0002 Lease/Purchase Office Equipment: This line item account includes the following capital expenses:
(1) Lease/Purchase expense for the photocopier in the County Clerk's Office and (2) Lease/Purchase expense for 62 optical

scan voting machines to replace the punch card voting machines. One local financial institution quoted a lease/purchase rate of 3.5% over four years.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: County Clerk Document Storage 0164 Department: County Clerk 0005 Pages: 19 -- 22

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 31,066	$ 32,527	$ 47,567	$ 15,040	46.24%
Salaries	$ 20,794	$ 21,681	$ 27,592	$ 5,911	27.26%
Fringe Benefits	$ 4,862	$ 5,220	$ 6,343	$ 1,123	21.51%
Materials & Supplies	$ 3,000	$ 3,000	$ 1,000	$ (2,000)	
Contractual	$ 2,410	$ 2,626	$ 12,632	$ 10,006	381.04%
Capital Outlay	$ -	$ -	$ -	$ -	
Other	$ -	$ -	$ -	$ -	
TOTAL:	$ 31,066	$ 32,527	$ 47,567	$ 15,040	46.24%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: County Clerk Document Storage Fund 0164 Department: County Clerk 0005

Highlights of the Recommended Budget:

Pursuant to Illinois law, the County Board established the County Clerk's Document Storage Fund. This Special Revenue Fund was established to assist the County Clerk's Office with automation and document storage. Through the collection of a Document Storage fee, the County Clerk's Office has available funds which can be used to purchase automated document storage systems, contract for services, purchase capital equipment, and purchase computer hardware and software. As a Special Revenue Fund, the fund must be balanced within the fund.

REVENUE:

410.0089 Document Storage Fee: This revenue line item account has been budgeted at $27,000 in the FY'2004 Recommended Budget. This revenue figure is based on a review of last year's actual revenue and the year to date revenue, as of the date the Recommended Budget was prepared.

400.0000 Unappropriated Fund Balance: This revenue line item has been budgeted at $20,567 in the FY'2004 Recommended Budget to balance the total expenditures with the revenue. Per the outside auditor's Fiscal Year 2002 audit, the end of year fund balance as of December 31, 2002, totaled $35,916.00.

EXPENDITURES:

Salaries:

There is no change in the FTE Staffing level in the FY'2004 Recommended Budget.

Fringe Benefits:

The Fringe Benefit expenses attributable to the 1.0 FTE Deputy County Clerk position have been budgeted in the Clerk's Document Storage Fund.

Materials and Supplies:

621.0001 Operational Supplies: This line item account has decreased from $3,000 in the FY'2003 Adopted Budget to $1,000 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to date expenses as of the date the FY'2004 Recommended Budget was prepared.

Contractual Services:

706.0001 Contract Services: This is a new line item account that has been added in the FY'2004 Recommended Budget. The funding will be available to assist the County Clerk's Office with microfilming and indexing of the permanent vital records that must be retained by the office.

795.0003 Telephone Service: This line item account is budgeted at $2410 in the FY'2004 Recommended Budget. This line item account will be used to cover the cost of the telephone line service between the County Clerk's Office and Springfield for indexing and maintaining the Vital Records in the Office.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Recorder 0006 Pages: 23 -- 25

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 824,000	$ 954,524	$ 1,168,775	$ 214,251	22.45%
Salaries	$ 131,896	$ 143,999	$ 151,382	$ 7,383	5.13%
Fringe Benefits	$ 9,200	$ 10,200	$ 11,200	$ 1,000	9.80%
Materials & Supplies	$ 20,715	$ 21,615	$ 23,210	$ 1,595	7.38%
Contractual	$ 14,250	$ 14,250	$ 9,495	$ (4,755)	-33.37%
Capital Outlay	$ -	$ -	$ 1,550	$ 1,550	N/A
Other	$ -	$ -	$ -	$ -	N/A
TOTAL:	$ 176,061	$ 190,064	$ 196,837	$ 6,773	3.56%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: County Recorder 0006

Highlights of the Recommended Budget

REVENUE:

410.0008 Copy Fees: This line item account has been increased from $25,000 in the FY'2003 Adopted Budget to $30,000 in the FY'2003 Recommended Budget. This increase is based on a review of the actual revenue received in FY'2002 ($42,475) and the year-to-date revenue ($32,460) received as of the date the Recommended Budget was prepared.

410.0029 Recording Fees: This line item account has been increased from $560,000 in the FY'2003 Adopted Budget to $725,000 in the FY'2004 Recommended Budget. This increase is based on a review of the actual revenue received in FY'2002 ($828,920) and the year-to-date revenue ($703,696) received as of the date the Recommended Budget was prepared.

410.0032 Sales of Revenue Stamps: This line item account has been increased from $355,000 in the FY'2003 Adopted Budget to $400,000 in the FY'2004 Recommended Budget. This increase is based on a review of the actual revenue received in FY'2002 ($395,090) and the year-to-date revenue ($274,168) received as of the date the Recommended Budget was prepared.

450.0011 Transfer from Other Funds: This line item account has been increased from $8,524 in the FY'2003 Adopted Budget to $8,775 in the FY'2004 Recommended Budget. This increase is based on the salary expense to retain the additional Clerical Assistant for the first 6 months of FY'2004. Funding for this 0.50 FTE position is transferred from the Recorder's Document Storage Fund 0137.

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing level in the FY'2004 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget with the following exceptions:

621.0001 Operational Supplies: This line item account has decreased from $2,615 in the FY'2003 Adopted Budget to $210 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to date expenses as of the date the Recommended Budget was prepared. The Fiscal Year 2003 Adopted Budget included funding to purchase certain office equipment. A new Plat Cabinet and Unit Shelving has been included in the Office Equipment and Furniture to be purchased by Facilities Management for the Government Center office.

629.0001 Letterhead/Printed Forms: This line item account has increased from $1,000 in the FY'2003 Adopted Budget to $2,000 in the FY'2004 Recommended Budget. This increase is a result of the increase in the number of recorded documents in the office.

630.0001 Postage: This line item account has increased from $12,000 in the FY'2003 Adopted Budget to $15,000 in the FY'2004 Recommended Budget. This increase is a result of the increase in the number of recorded documents in the office.

Contractual:

All Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget.

706.0001 Contract Services: This new line item account has been added in the FY'2004 Recommended Budget. Funding in the amount of $500 covers professional services provided by MSCI, Rantoul, Illinois, to the office.

718.0001 Schooling & Conferences: This line item account has decreased from $2,000 in the FY'2003 Adopted Budget to $1,500 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to date expenses as of the date the Recommended Budget was prepared.

769.0001 Interest Expense: This is a new line item account, which has been added in the FY'2004 Recommended Budget. GASB 34 requires that the interest expense on lease-purchase agreements be reported as a separate line item in the annual operating budget. Please note that the Lease/Purchase Office Equipment line-item account has been reduced to reflect only the principal amount of the payment.

793.0001 Travel Expense: This line item account has decreased from $800 in the FY'2003 Adopted Budget to $600 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to date expenses as of the date the Recommended Budget was prepared.

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line item account in the amount of $1,550 has been added in the FY'2004 Recommended Budget. This expense is based on the GASB 34 requirement that principal and interest expense on lease-purchase agreements be reported separately in the annual operating budget.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: Recorder Document Storage 0137 Department: County Recorder 0006 Pages: 26 -- 28

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 244,935	$ 204,499	$ 206,122	$ 1,623	0.79%
Salaries	$ 21,835	$ 22,625	$ 21,719	$ (906)	-4.00%
Fringe Benefits	$ 2,300	$ 2,550	$ 2,800	$ 250	9.80%
Materials & Supplies	$ 78,000	$ 78,000	$ 93,000	$ 15,000	19.23%
Contractual	$ 52,300	$ 42,800	$ 83,603	$ 40,803	95.33%
Capital Outlay	$ 90,500	$ 50,000	$ 5,000	$ (45,000)	-90.00%
Other	$ -	$ 8,524	$ -	$ (8,524)	-100.00%
TOTAL:	$ 244,935	$ 204,499	$ 206,122	$ 1,623	0.79%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Recorder Document Storage 0137 Department: County Recorder 0006

Highlights of the Recommended Budget:

The Recorder's Document Storage Fund 0136 is a Special Revenue Fund that has been established to properly account for the receipt and expenditure of the Document Storage Fees assessed and collected by the Recorder's Office. As a Special Revenue Fund, the Fund must be balanced by using the fees collected and the available Fund Balance.

REVENUE:

410.0089 Document Storage Fees: This revenue line item account is increased from $125,000 in the FY'2003 Adopted Budget to $150,000 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual revenue and the year to date revenue, as of the date the Recommended Budget was prepared. This increase reflects the increased document filing activity in the Recorder's Office.

EXPENDITURES:

Personnel:

There is no change in the FTE staffing level in the FY'2004 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level as in the FY'2003 Adopted Budget with the following exception:

620.0001 Office Supplies: This line item account has increased from $5,000 in the FY'2003 Adopted Budget to $20,000 in the FY'2004 Recommended Budget. This line item account includes $15,000 for the purchase of a new Lektriever storage file system to be installed in the Government Center office. The funding for the purchase of this equipment should be budgeted in line item account 621.0001 Operational Supplies.

Contractual:

All Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same levels as in the FY'2003 Adopted Budget with the following exceptions:

706.0001 Contract Services: This line item account has increased from $25,000 in the FY'2003 Adopted Budget to $25,000 in the FY'2004 Recommended Budget. This increase is based on the estimated cost to have documents now stored on microfilm scanned into the Cott system.

706.0006 Temporary Employee: This is a new line item account that has been added in the FY'2004 Recommended Budget. This line item account provides funding for a temporary or Manpower employee to assist the Recorder's Office if the volume and activity in the Office continues to set yearly records.

750.0004 Software License Agreement: This line item account has been increased from $7,800 in the FY'2003 Adopted Budget to $17,088 in the FY'2004 Recommended Budget. This increase reflects the annual license cost for the Cott Software used by the Recorder's Office ($1,424 per month).

Capital Outlay:

832.0001 Purchase of Furnishings/Office Equipment: This line item includes funding to purchase the following capital items: office furniture (file cabinets, records storage).

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: GIS Fees Fund 0167 Department: County Recorder 0006 Pages: 29 -- 30

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 80,000	$ 80,000	$ 80,000	$ -	0.00%
Salaries	$ -	$ -	$ -	$ -	
Fringe Benefits	$ -	$ -	$ -	$ -	
Materials & Supplies	$ -	$ -	$ -	$ -	
Contractual	$ -	$ -		$ -	
Capital Outlay	$ -	$ -	$ -	$ -	
Other	$ 80,000	$ 80,000	$ 80,000	$ -	0.00%
TOTAL:	$ 80,000	$ 80,000	$ 80,000	$ -	0.00%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: GIS Fees Fund 0167 Department: County Recorder

Pursuant to Illinois law, the County Board approved and authorized the County Recorder to collect a $3.00 GIS fee. The GIS fee is remitted as follows: $2.00 to the GIS Fees Fund 0167 and $1.00 to the Recorder's Document Storage Fee Fund 0137. The fees remitted to the GIS Fees Fund are to be used to support the Countywide GIS (Geographic Information System) development project that is being managed by the Regional Planning Commission.

REVENUE:

410.0181 GIS Document Fee: This revenue line item account has been established in the FY'2004 Recommended Budget to account for the $2.00 GIS fee collected by the Recorder to support the Countywide GIS development project. Again this year, this revenue line item account has been budgeted at $80,000.00. Please note that, as a result of the increased activity in the Recorder's Office, the actual revenue received in FY'2002 and year to date in FY'2003 is greater than the FY'2004 budgeted amount.

EXPENDITURES:

500.0000 Budget Balance Account: Pursuant to the Intergovernmental Agreement approved by the Regional Planning Commission and the County Board, 10% of the total receipts are to be held by the County Treasurer's Office to pay for any bank service charges or other indirect costs incurred by the County.

0980.0181 GIS Fees: This line item account has been established in the FY'2004 Recommended Budget to account for the GIS fees to be paid to the Regional Planning Commission. Pursuant to the Intergovernmental Agreement approved by the Regional Planning Commission and the County Board, $2.00 of the $3.00 GIS fee collected by the Recorder's Office shall be remitted to the Regional Planning Commission to support the Countywide GIS development project. Please note that, as a result of the increased activity in the Recorder's Office, the actual GIS fees paid to the Regional Planning Commission in FY'2002 and year to date in FY'2003 is greater than the FY'2004 budgeted amount.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: Bloomington Election Commission 0048 Pages: 138 -- 140

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 100,000	$ 100,000	$ 100,000	$ -	0.00%
Salaries	$ 68,692	$ 74,916	$ 81,523	$ 6,607	8.82%
Fringe Benefits	$ 4,600	$ 5,100	$ 5,600	$ 500	9.80%
Materials & Supplies	$ -	$ -	$ -	$ -	N/A
Contractual	$ 317,610	$ 334,344	$ 354,405	$ 20,061	6.00%
Capital Outlay	$ -	$ -	$ -	$ -	N/A
Other	$ -	$ -	$ -	$ -	N/A
TOTAL:	$ 390,902	$ 414,360	$ 441,528	$ 27,168	6.56%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: Bloomington Election Expense 0048

Highlights of the Recommended Budget:

REVENUE:

410.0037 Reimbursement for Services: This revenue line item account is budgeted at $100,000 in the FY'2003 Recommended Budget. This is the same amount, which was appropriated in the FY'2003 Adopted Budget. In December, the Bloomington Election Commission authorizes payment to the County.

EXPENDITURES:

Personnel:

There is no change in the staffing level in the FY'2004 Recommended Budget.

Contractual:

775.0001 Election Expense Reimbursement: Pursuant to Illinois law, the County is required to fund the expense of the City of Bloomington Election Commission. This requirement was imposed on the County when the separate property tax levy for the conduct of elections was abolished. The proposed increase in the contractual line item is consistent with the projected overall increase in the County's equalized assessed valuation. This line item account increases from $334,344 in the FY'2003 Adopted Budget to $354,405 in the FY'2004 Recommended Budget.

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INTERGOVERNMENTAL AGREEMENT

WHEREAS, Ill. Rev. Stat. ch. 34, §408, provides for the manner in which the costs of conducting elections are to be paid; and

WHEREAS, in cities such as Bloomington in which elections are conducted by a Board of Election Commissioners, payment of the cost of elections and the expenses of maintaining the Board's office involve not only the Board of Election Commissioners but the County of McLean and the City of Bloomington as well; and

WHEREAS, the County of McLean is required under Ill. Rev. Stat. ch. 34, §408, to transmit to the City of Bloomington the portion of any tax used to pay election expenses generated within the City's corporate boundaries; and

WHEREAS, there is no assurance that any tax to finance elections levied uniformly throughout the County will generate within the City neither more nor less money than is needed by the Board of Election Commissioners of the City of Bloomington, thus necessitating some orderly provision for the making of such payments,

NOW, THEREFORE, IT IS HEREBY AGREED by and between the CITY OF BLOOMINGTON, a Municipal Corporation (hereinafter referred to as the "City"); the COUNTY OF McLEAN, a body politic and corporate (hereinafter referred to as the "County"); and the BOARD OF ELECTION COMMISSIONERS OF THE CITY OF BLOOMINGTON (hereinafter referred to as the "Board") as follows:

SECTION 1. The County agrees that it will annually levy a tax or taxes pursuant to Ill. Rev. Stat. ch. 34, in an amount sufficient to cover the cost of conducting all elections provided for in the Election Code throughout the County including the City of Bloomington.

SECTION 2. The County agrees to transmit to the City all of the proceeds of said tax as are generated within the corporate limits of the City of Bloomington. Such proceeds shall be transmitted in two installments, after the first and second installment of property taxes are collected each year.

SECTION 3. The Board agrees to estimate its annual and five year revenues and expenses as part of the City's budget process and to have such estimates included in the City's budget.

SECTION 4. During the month of December of each year, the Board shall determine in writing the amount by which the tax proceeds transmitted to the City fell short of or exceeded the Board's expenses for the last completed City fiscal year, including the amount needed for operating expenses of the Board prior to the next tax distribution from the County. If the tax proceeds fell short of such expenses, the County shall, at the time of the next tax distribution to the City, transmit to the City over and above the amount of said tax distribution an amount equal to the deficit. If the tax proceeds exceeded the Board's expenses, the amount of such excess shall be refunded by the City to the County at the time the Board makes its determination. Said proceeds shall be used solely to pay election and voter registration expenses as required by the Election Code.

SECTION 5. The County agrees that it will pay the salaries of the Executive Director and Assistant Director established by the Board of Election Commissioners and remove said positions from the County's classified pay schedule for its employees.

SECTION 6. This Agreement is executed pursuant to and as an exercise of the parties' authority under Article 7, Section 10, of the 1970 Constitution of the State of Illinois and the Intergovernmental Cooperation Act (Ill. Rev. Stat. ch.

127, §741, et seq.) and the City's authority as a home rule unit under Article 7, Section 6, of said Constitution.

EXECUTED this 17th day of March, 1988.

CITY OF BLOOMINGTON,
A Municipal Corporation

By: Jesse R. Ismart
Mayor

ATTEST:

Sandra Corsaro
City Clerk

COUNTY OF McLEAN,
A Body Politic and Corporate

By: Nancy Kroelich
County Board Chairman

ATTEST:

Jeanette Barrett
County Clerk

BOARD OF ELECTION COMMISSIONERS

By: Roy M. Whiteman
Commissioner

By: Frank D. Hartenstein
Commissioner

By: John E. Reidy
Commissioner

ATTEST:

Aderian L. McPherren
Executive Director

WEST'S SMITH-HURD ILLINOIS COMPILED STATUTES ANNOTATED

CHAPTER 55. COUNTIES

ACT 5. COUNTIES CODE

ARTICLE 5. POWERS AND DUTIES OF COUNTY BOARDS

DIVISION 5-1. IN GENERAL

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Current through P.A. 92-650, 92-652 through 92-677 of the 2002

Regular Session of the 92nd General Assembly

5/5-1025. Tax for expense of conducting elections and maintaining system of permanent registration of voters

§ 5-1025. **Tax** for **expense** of **conducting elections** and **maintaining system** of **permanent registration** of **voters.** In counties of more than 1,000,000 inhabitants, a county board may levy and collect, in odd numbered years, a **tax** of not to exceed .05% of the value, as equalized or assessed by the Department of Revenue, of all the taxable property in the county, for the **expense** of **conducting elections** and **maintaining** a **system** of **permanent registration** of **voters.** Such **tax** shall not be included within any statutory limitation of rate or amount for other county purposes, but shall be excluded therefrom and be in addition thereto and in excess thereof; provided that this **tax** shall not be levied or collected on property situated within the jurisdiction of any municipal board of **election** commissioners.

Beginning with calendar year 1986 and annually thereafter, any county with less than 1,000,000 inhabitants shall pay over to any municipal board of **election** commissioners in the county, for the **expense** of **conducting elections** and **maintaining** a **system** of **permanent registration** of **voters,** an amount at least equal to the proceeds of the **tax** collected on property situated within the jurisdiction of that board under this Section during calendar year 1985; provided, however, such amount shall be increased or decreased annually in proportion to any increase or decrease in the equalized assessed valuation of such municipality. Such amount shall be payable from the **tax** levied and collected under Section 5-1024.

CREDIT(S)

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: Supervisor of Assessments 0049 Pages: 141 -- 145

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 25,740	$ 25,740	$ 25,740	$ -	0.00%
Salaries	$ 374,213	$ 366,760	$ 381,397	$ 14,637	3.99%
Fringe Benefits	$ 27,600	$ 28,050	$ 30,800	$ 2,750	9.80%
Materials & Supplies	$ 53,756	$ 61,015	$ 59,455	$ (1,560)	-2.56%
Contractual	$ 148,552	$ 217,488	$ 158,355	$ (59,133)	-27.19%
Capital Outlay	$ -	$ -	$ -	$ -	
Other	$ -	$ -	$ -	$ -	
TOTAL:	$ 604,121	$ 673,313	$ 630,007	$ (43,306)	-6.43%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: Supervisor of Assessments 0049

Highlights of the Recommended Budget

EXPENDITURES:

Personnel:

There is no change in the FTE Staffing level in the FY'2004 Recommended Budget.

Materials and Supplies:

All Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget with the following exceptions:

620.0001 Office Supplies: This line item account has been increased from $1,650 in the FY'2003 Adopted Budget to $1,800 in the FY'2004 Recommended Budget. The Assessor's Office anticipates that additional expenses will be incurred as the office and Board of Review completes the assessment process and the Board of Review appeal hearings.

629.0001 Letterhead/Printed Forms: This line item account has been increased from $25,355 in the FY'2003 Adopted Budget to $27,250 in the FY'2004 Recommended Budget. This increase is based on the following items to be purchased: 2004 Assessment Notices; 2004 Senior Freeze Applications; Miscellaneous Letterhead, Envelopes, etc.

630.0001 Postage: This line item account has been decreased from $30,535 in the FY'2003 Adopted Budget to $27,605 in the FY'2004 Recommended Budget. This decrease reflects the fact that 2004 is not a quadrennial assessment year and therefore, fewer notices will need to be sent to property owners.

Contractual:

All Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or less as in the FY'2003 Adopted Budget.

701.0001 Advertising/Legal Notices: This line item account has decreased from $82,800 in the FY'2003 Adopted Budget to $34,865 in the FY'2004 Recommended Budget. This decrease reflects the fact that 2004 is not a quadrennial assessment year and, therefore, fewer Notices of Change in Assessed Valuation will need to be published. Other legal notices pertaining to Annual Meeting with Township Assessors, Farmland Review Committee meeting will need to be published.

706.0001 Contract Services: This line item account has decreased from $113,000 in the FY'2003 Adopted Budget to $104,000 in the FY'2004 Recommended Budget. This line item account includes funding for the following contract services: GIS Intergovernmental Agreement with Regional Planning Commission, Sidwell Map Services Agreement, contract appraisal services for the Assessment Office and the Board of Review.

719.0005 Notary Bond: This line item account has decreased from $130 in the FY'2003 Adopted Budget to $65 in the FY'2004 Recommended Budget. This line item account includes the Notary renewal charge for 1 employee in the office.

742.0001 Vehicle Maintenance/Repair: This line item account has decreased from $1,200 in the FY'2003 Adopted Budget to $500 in the FY'2004 Recommended Budget. This line item account includes routine maintenance expenses for the vehicle assigned to the Assessor's Office. The Office averages approximately 5,000 miles per year.

750.0001 Equipment Maintenance Contract: This line item account has increased from $1,328 in the FY'2003 Adopted Budget to $1,385 in the FY'2004 Recommended Budget. This increase is based on the expected increase in the maintenance contract on the Toshiba copier.

790.0004 Equipment Rental: This line item account has decreased from $2,300 in the FY'2003 Adopted Budget to $2,000 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to dates expenses as of the date the Recommended Budget was prepared.

795.0003 Telephone Service: This line item account has decreased from $6,620 in the FY'2003 Adopted Budget to $5,430 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date expenses, as of the date the Recommended Budget was prepared.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: Social Security 0130 Department: Social Security 0069 Pages: 208 -- 209

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 1,889,725	$ 2,007,051	$ 1,942,734	$ (64,317)	-3.20%
Salaries	$ -	$ -	$ -	$ -	N/A
Fringe Benefits	$ 1,613,967	$ 1,728,951	$ 1,651,363	$ (77,588)	-4.49%
Materials & Supplies	$ -	$ -	$ -	$ -	N/A
Contractual	$ -	$ -	$ -	$ -	N/A
Capital Outlay	$ -	$ -	$ -	$ -	N/A
Other	$ 275,758	$ 278,100	$ 291,371	$ 13,271	4.77%
TOTAL:	$ 1,889,725	$ 2,007,051	$ 1,942,734	$ (64,317)	-3.20%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Social Security 0130 Department: Social Security 0069

Highlights of the Recommended Budget:

REVENUE:

401.0001 General Property Tax: This revenue line item account has been increased from $2,007,051 in the FY'2003 Adopted Budget to $1,942,734 in the FY'2004 Recommended Budget. Pursuant to Chap. 40, Illinois Compiled Statutes (2000), Section 5/21-110, the County Board is authorized to levy a property tax sufficient to meet the cost of participating in the Social Security Program (FICA). This property tax levy may include the costs of participating in the Federal Medicare Program.

EXPENDITURES:

Contractual:

599.0003 Social Security Contribution: Pursuant to Chap. 40, Illinois Compiled Statutes (2000), Section 5/21-110, the County Board is authorized to levy a property tax sufficient to meet the cost of participating in the Social Security Program (FICA). This property tax levy may include the costs of participating in the Federal Medicare Program.

The FICA employer rate in FY'2004 is 7.65%.

Other:

999.0001 Interfund Transfer: This line item account has increased from $278,100 in the FY'2003 Adopted Budget to $291,371 in the FY'2004 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 2004 Recommended Budget

Fund: I M R F 0131 Department: Illinois Municipal Retirement Fund 0069 Pages: 210 -- 211

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 1,222,323	$ 1,305,481	$ 1,743,308	$ 437,827	33.54%
Salaries	$ -	$ -	$ -	$ -	N/A
Fringe Benefits	$ 1,060,298	$ 1,136,076	$ 1,501,832	$ 365,756	32.19%
Materials & Supplies	$ -	$ -	$ -	$ -	N/A
Contractual	$ -	$ -	$ -	$ -	N/A
Capital Outlay	$ -	$ -	$ -	$ -	N/A
Other	$ 162,025	$ 169,405	$ 241,476	$ 72,071	42.54%
TOTAL:	$ 1,222,323	$ 1,305,481	$ 1,743,308	$ 437,827	33.54%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 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 $1,284,078 in the FY'2003 Adopted Budget to $1,621,905 in the FY'2004 Recommended Budget. Pursuant to Chap. 40, Illinois Compiled Statutes (2000), 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.

EXPENDITURES:

Contractual:

599.0001 County's IMRF Contribution: Pursuant to Chap. 40, Illinois Compiled Statutes (2000), 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 6.34% in FY'2004. For the current fiscal year, the rate is 4.66%

The I.M.R.F. Sheriff's Department Law Enforcement Personnel (SLEP) employer rate is 15.72% in FY'2004. For the current fiscal year, the rate is 13.51%.

Other

999.0001 Interfund Transfer: This line tem account has decreased from $184,883 in the FY'2001 Adopted Budget to $158,289 in the FY'2002 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.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: Historical Museum 0134 Department: Historical Museum 0072 Pages: 214 -- 215

CATEGORY	FY 2002 BUDGET	FY 2003 BUDGET	RECOMMENDED FY 2004 BUDGET	AMOUNT OF INCREASE	% INCREASE OVER FY 2003
Revenue	$ 47,646	$ 51,612	$ 54,470	$ 2,858	5.54%
Salaries	$ -	$ -	$ -	$ -	N/A
Fringe Benefits	$ -	$ -	$ -	$ -	N/A
Materials & Supplies	$ -	$ -	$ -	$ -	N/A
Contractual	$ 47,646	$ 51,612	$ 54,470	$ 2,858	5.54%
Capital Outlay	$ -	$ -	$ -	$ -	N/A
Other	$ -	$ -	$ -	$ -	N/A
TOTAL:	$ 47,646	$ 51,612	$ 54,470	$ 2,858	5.54%

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Historical Museum 0134 Department: Historical Museum 0072

Highlights of the Recommended Budget:

REVENUE:

401.0001 General Property Tax: This revenue line item account has been increased from $51,612 in the FY'2003 Adopted Budget to $54,470 in the FY'2004 Recommended Budget. Pursuant to Chap. 55, Illinois Compiled Statutes (2000), Section 5/6-23001, the County Board is authorized to levy a property tax not to exceed 2/10ths of one cent per $100 of equalized assessed valuation to support the operation of the McLean County Historical Museum.

EXPENDITURES:

Contractual:

774.0001 Historical Museum: Pursuant to Chap. 55, Illinois Compiled Statutes (2000), Section 5/6-23001, the County Board is authorized to levy a property tax not to exceed 2/10ths of one cent per $100 of equalized assessed valuation to support the operation of the McLean County Historical Museum.

RESOLUTION calling public hearings concerning the intent of the County Board of The County of McLean, Illinois, to enter into an amended Lease Agreement with the Public Building Commission of McLean County, Illinois, McLean County, Illinois, in the additional principal amount of $_____,000.

* * *

WHEREAS, the County Board of The County of McLean, Illinois, (the *"County"*), is a duly organized and existing county created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Counties Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the County Board of the County (the *"Board"*) and the City Council of the City of Bloomington, McLean County, Illinois, intend to enter into an amended Lease Agreement (the *"Lease"*) in the additional principal amount of $_____,000 with the Public Building Commission of McLean County, Illinois, McLean County, Illinois, relating to the acquisition and improvement of an office building; and

WHEREAS, the payments required under the Lease will be a general obligation of the County as described in the Bond Issue Notification Act of the State of Illinois, as amended (the *"Act"*); and

WHEREAS, the Act requires the Board to hold a public hearing concerning the Board's intent to enter into the Lease before adopting a resolution providing for the approval and execution of the Lease (the *"BINA Hearing"*); and

WHEREAS, the Public Building Commission Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board's intent to enter into the Lease before any taxes can be extended with respect to the Lease (the *"PBC Hearing"*):

NOW, THEREFORE, Be It and It is Hereby Resolved by the County Board of The County of McLean, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by reference.

Section 2. BINA Hearing Called. The Board hereby calls the BINA Hearing to be held at 9:00 o'clock A.M. on the 18th day of November, 2003, at the McLean County Law and Justice Center, Room 700, 104 West Front Street, Bloomington, Illinois, in the County, concerning the Board's intent to approve and execute the Lease and to receive public comments regarding the proposal to approve and execute the Lease.

Section 3. Notice of the BINA Hearing. Notice of the BINA Hearing shall be given by the County Clerk of the County (the *"County Clerk"*) by (i) publication at least once not less than 7 nor more than 30 days before the date of the BINA Hearing in *The Pantagraph,* the same being a newspaper of general circulation in the County, and (ii) posting said notice at least 48 hours before the BINA Hearing at the principal office of the Board.

Section 4. Form of BINA Notice. Notice of the BINA Hearing shall be in substantially the following form:

Section 5. *BINA Hearing Requirements.* At the BINA Hearing the Board shall explain the reasons for the Lease and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt a resolution providing for the approval and execution of the Lease for a period of seven (7) days after the final adjournment of the BINA Hearing.

Section 6. *PBC Public Hearing Called.* The Board hereby calls the PBC Hearing to be held at 9:15 o'clock A.M. on the 18th day of November, 2003, in the McLean County Law and Justice Center, Room 700, 104 West Front Street, Bloomington, Illinois, in the County, concerning the Board's intent to levy and have extended taxes to make the rental payments due on the Lease and to receive public comments with respect thereto.

Section 7. *Notice of the PBC Hearing.* Notice of the PBC Hearing shall be given by the County Clerk by publication at least once at least 15 days before the date of the PBC Hearing in *The Pantagraph,* the same being a newspaper of general circulation in the County.

Section 8. *Form of PBC Notice.* Notice of the PBC Hearing shall be in substantially the following form:

NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF THE COUNTY BOARD OF THE COUNTY OF MCLEAN, ILLINOIS TO APPROVE AND EXECUTE AN AMENDED LEASE IN THE ADDITIONAL PRINCIPAL AMOUNT OF $_____,000

PUBLIC NOTICE IS HEREBY GIVEN that the County Board of The County of McLean, Illinois, (the *"County"*), will hold a public hearing on the 18th day of November, 2003, at 9:00 o'clock A.M. The hearing will be held at the McLean County Law and Justice Center, Room 700, 104 West Front Street, Bloomington, Illinois. The purpose of the hearing will be to receive public comments on the proposal by the County to enter into an amended Lease Agreement in the additional principal amount of $_____,000 with the Public Building Commission of McLean County, Illinois, McLean County, Illinois, for the purpose of acquiring and improving an office building. The payments required under the Lease Agreement will be a general obligation of the County.

By order of the County Board of The County of McLean, Illinois.

DATED the 21st day of October, 2003.

_____
County Clerk

Note to Publisher: Please be certain that this notice appears above the name of the County Clerk.

NOTICE OF PUBLIC HEARING ON AN AMENDED LEASE between The County of McLean, Illinois, and the Public Building Commission of McLean County, Illinois, McLean County, Illinois.

A public hearing regarding an amended lease between The County of McLean, Illinois, as lessee, and the Public Building Commission of McLean County, Illinois, McLean County, Illinois, as lessor, will be held by the County Board of said County on the 18th day of November, 2003, at 9:15 o'clock A.M. at the McLean County Law and Justice Center, Room 700, 104 West Front Street, Bloomington, Illinois. The largest additional yearly rental payment set forth in the amended lease will not exceed $____,000. The maximum length of the amended lease is 20 years.

The purpose of the lease is to acquire and improve an office building to be leased by said Commission to said County and the City of Bloomington, McLean County, Illinois.

Dated this 21st day of October, 2003.

By Order of the County Board of The
County of McLean, Illinois

_____
County Clerk

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Section 9. PBC Hearing Requirements. At the PBC Hearing all persons residing or owning property in the County shall have an opportunity to be heard orally, in writing, or both.

Section 10. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

Section 11. Repeal. All resolutions and parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted October 21, 2003.

_____

Chairman, County Board

_____

County Clerk