

Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, October 13, 2009, at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Sorensen, Members Segobiano, Renner, Owens, Bostic, and Gordon (4:40 p.m.)

Members Absent: Members Hoselton, Nuckolls and Butler

Other Members Present: Members Caisley and Soeldner

Staff Present: Mr. Terry Lindberg, County Administrator; Mr. Bill Wasson, Assistant County Administrator; Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials Present: Mr. Craig Nelson, Director, Information Technologies; and Mr. Ryan Leuty, Assistant Director, Information Technologies

Others Present: None

Chairman Sorensen called the meeting to order at 4:37 p.m.

Chairman Sorensen presented the minutes from the September 8, 2009 Executive Committee Meeting to the Committee for approval.

Motion by Owens/Bostic to approve the Minutes of the September 8, 2009 Committee Meeting.
Motion carried.

Chairman Sorensen presented the Reappointments, Appointments and Resignations.

Motion by Segobiano/Renner to Recommend Approval of the Reappointments, Appointments and Resignations as recommended by the Chairman.
Motion carried.

Chairman Sorensen presented a request for approval of a Proclamation of the McLean County Board Proclaiming its full support of and participation in Census 2010.

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Motion by Renner/Owens to Recommend Approval of a Proclamation of the McLean County Board Proclaiming its full Support of and Participation in Census 2010.
Motion carried.

Chairman Sorensen presented a request for approval of two Contracts (Service Order Agreements) for Internet Service with Comcast.

Mr. Craig Nelson, Director, Information Technologies explained that this will help provide Information Technologies with redundancy for its internet connection and provide additional capacity.

Motion by Segobiano/Renner to Recommend Approval of Two Contracts (Service Order Agreements) for Internet Service with Comcast.
Motion carried.

Chairman Sorensen announced that Mr. John Zeunik was appointed to the Public Building Commission by the Bloomington-Normal Airport Authority to replace Mr. Ernest Hoffman who retired.

Mr. George Gordon, Chairman, Land Use and Development Committee, advised that the Land Use and Development Committee brings no items for action to the Executive Committee.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Gordon.

Ms. Diane Bostic, Chairman, Property Committee, advised that the Property Committee brings no items for action to the Executive Committee. She noted that there are several yearly leases going to the County Board for approval on the Consent Agenda.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Ms. Bostic.

Mr. Stan Hoselton, Chairman, Transportation Committee, was unable to attend the meeting. Chairman Sorensen advised that the Transportation Committee brings no items for action to the Executive Committee.

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Mr. Ben Owens, Chairman, Finance Committee, presented two requests that can be acted upon together. The first is a request for approval of an Ordinance of the McLean County Board Amending the 2009 Combined Appropriation and Budget Ordinance for Fund 0107 in the Health Department. The second is a request for approval of a Resolution amending the Fiscal Year 2009 McLean County Full-time Equivalent Position Resolution associated with an Ordinance to Amend the Fiscal year 2009 McLean County Combined Appropriation and Budget Ordinance for Fund 0107 in the Health Department.

Mr. Owens indicated that these items are associated with distribution of the H1N1 flu vaccinations.

Motion by Owens/Renner to recommend approval of an Ordinance of the McLean County Board Amending the 2009 Combined Appropriation and Budget Ordinance for Fund 0107 in the Health Department; and to recommend approval of a Resolution Amending the Fiscal Year 2009 McLean County Full-Time Equivalent Position Resolution Associated with an Ordinance to Amend the Fiscal Year 2009 McLean County Combined Appropriation and Budget Ordinance for Fund 0107 in the Health Department.
Motion carried.

Mr. Owens presented a request for approval of an Ordinance designating McLean County a Recovery Zone for purposes of issuing bonds for qualified projects.

Motion by Owens/Bostic to Recommend Approval of an Ordinance Designating McLean County a Recovery Zone for Purposes of Issuing Bonds for Qualified Projects.
Motion carried.

Mr. Owens advised that the Finance Committee has completed its budgets for FY'2010.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Owens.

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Mr. Tari Renner, Chairman, Justice Committee, presented a request for approval of the 2010 Holiday Mobilization Plus Grant Renewal for the Sheriff's Department.

Motion by Renner/Owens to Recommend Approval of the 2010 Holiday Mobilization Plus Grant Renewal for the Sheriff's Department.

Motion carried.

Mr. Renner presented three requests for approval to renew a Domestic Violence Multi-Disciplinary Team Response Grant from the Illinois Criminal Justice Information Authority for the Sheriff's Department, the Court Services Department and the State's Attorney's Office.

Motion by Renner/Gordon to Recommend Approval of a Domestic Violence Multi-Disciplinary Team Grant Extension from the Illinois Criminal Justice Information Authority for the Sheriff's Department, Court Services Department and the State's Attorney's Office.

Motion carried.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Renner.

Mr. Terry Lindberg, County Administrator, advised that, at the October meeting, departmental budgets under the oversight of the Executive Committee are reviewed, namely Information Technologies and the County Administrator. In November, when the other Committees bring their recommended budgets to the Executive Committee for approval, the County Board's budget will be reviewed. This includes the Property Tax Levy and the other large intergovernmental revenues.

Mr. Lindberg introduced the review of the Fiscal Year 2010 Recommended Budget for the departments that are under the oversight of the Executive Committee. He noted that Mr. Craig Nelson, Director, Information Technologies, was available to answer any questions and make comments.

Information Services Department 0001-0043 can be found on pages 152-156 of the FY'2010 Recommended Budget and pages 74-75 of the Summary in the Executive Committee Packet. Mr. Lindberg reported that there is very little change in Revenue and the overall Operating Budget in FY'2010 is down 4.41% over the FY'2009 Adopted Budget.

Mr. Lindberg advised that there are programs and projects that would have been beneficial that were not considered due to the budget constraints. He noted that the one major project that was budgeted is to upgrade the County's financial accounting software that has not been updated since 1989.

Highlights of the Recommended Budget:

REVENUE

410.0086 Reimbursement/Computer Services: This revenue line item account has been budgeted at \$13,000 in the FY'2010 Recommended Budget, an increase from \$4,000 in the FY'2009 Adopted Budget. The revenue received in this line item is primarily from services that are provided to the Health Department on a "fee for service" basis. In addition, if Information Services produces or generates a report in response to a Freedom of Information request, then Information Services is permitted to charge a fee for producing or generating the report.

450.0011 Transfer from Other Funds: This revenue line item account has decreased from \$96,922 in the FY'2009 Adopted Budget to \$93,817 in the FY'2010 Recommended Budget. The revenue generated by Information Services is transferred from the following Special Revenue Funds outside of the General Fund:

From the Circuit Clerk's Court Automation Fund 0140: (For E*Justice Support)	\$73,817
From the County Collector's Automation Fund 0168 - (For New World Financial and DevNet Property Tax Support)	<u>\$20,000</u>
Total:	\$93,817

EXPENDITURES

Personnel:

There is No Change in the FTE Staffing Level in the FY'2010 Recommended Budget. One FTE Salary Grade 9 Network Support Specialist position was added and one FTE Grade 11 Programmer position was eliminated.

Materials and Supplies:

620.0002 Computer Hardware: This line item account has decreased from \$19,500 in the FY'2009 Adopted Budget to \$11,000 in the FY'2010 Recommended Budget. This decrease is 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.

Contractual Services:

All of the Contractual line item accounts have been budgeted at the same level or less as in the FY'2008 Adopted Budget with the following exceptions:

706.0001 Contract Services: This line item account has increased from \$139,000 in the FY'2009 Adopted Budget to \$275,000 in the FY'2010 Recommended Budget. This line item account includes the following expenditures: \$162,000 for Conversion of the AS400 based New World Financial System to a PC based system, \$77,000 annual expense for DevNet Property Tax software, and \$39,000 for cabling, GIS support, core switch support and network outage restoration support.

750.0004 Software License Agreements: This line item account has decreased from \$227,600 in the FY'2009 Adopted Budget to \$200,000 in the FY'2010 Recommended Budget. This line item account includes the following software license agreements: Antivirus Software; ScriptLogic; ORACLE software; Microsoft Office 2007; Intrusion Prevention for E-Mail filtering; Automated Citation Software; TrackIt Asset Inventory software; Mobile VPN solution; AS400 software; Building and Zoning software upgrade; Coroner's Office software; ESRI /GIS software license and Blackberry software. There would be no licensing costs for New World during the transition from a mainframe to a Windows environment.

Capital Outlay:

833.0002 Purchase Computer Equipment: This line item account includes \$60,000 for PC replacement, \$6,000 for a GIS plotter and \$35,600 for servers, racks and other hardware for the New World conversion and for improvements to the Uninterrupted Power Supply (UPS) system.

Chairman Sorensen asked if there were any questions or comments for Mr. Lindberg or Mr. Nelson. Hearing none, he asked for a motion to accept.

Motion by Segobiano/Renner to recommend tentative approval of the Information Services Department – (0001-0043) FY'2010 Recommended Budget as submitted.

Motion carried.

County Administrator's Office 0001-0002 can be found on pages 8-9 of the FY'2010 Recommended Budget and pages 76-77 of the Summary. Mr. Lindberg reported that the total expenses are \$499,831, which represents a 10.63% decrease from FY'2009. He noted that this decrease is partially driven by the

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fact that the position of Director of Administrative Services is vacant. Mr. Lindberg advised that this position will be filled April 1, 2010.

Highlights of the Recommended Budget:

EXPENDITURES:

Personnel:

There is a 0.25 decrease in the FTE Staffing level in the FY'2010 Recommended Budget.

The position of Director of Administrative Services is budgeted to be filled beginning April 1, 2010.

Fringe Benefits:

599.0002 Employee Medical/Life Insurance: In the FY'2010 Recommended Budget, the employer's charge for health insurance has increased to \$4,000 per eligible FTE. In the FY'2009 Adopted Budget, the employer's charge for health insurance was budgeted at \$3,800 per FTE.

Materials and Supplies:

All Materials and Supplies line item accounts (600's) in the FY'2010 Recommended Budget have been budgeted at the same level or less in the FY'2009 Adopted Budget.

Contractual Services:

All Contractual line item accounts (700's) in the FY'2010 Recommended Budget have been budgeted at the same level or less as in the FY'2009 Adopted Budget with the following exceptions:

750.0001 Equipment Maintenance Contracts: This line item account has increased from \$1,000 in the FY'2009 Adopted Budget to \$3,000 in the FY'2010 Recommended Budget. This increase is based on a \$1.00 buyout of the 5-year lease/purchase for the copier/printer. The lease/purchase line is zeroed out and the per copy charges are added to this account.

Motion by Segobiano/Bostic to recommend tentative approval of the County Administrator's Office (0001-0002) FY'2010 Recommended Budget as submitted.

Mr. Segobiano expressed concern that the position of Director of Administrative Services will be filled on April 1, 2010, noting that the County has been doing fine without that position, and also in light of the fact that anticipated revenues will be down. Mr. Lindberg replied that part of the reason for the delay was due to the fact that revenue is down. However, Mr. Lindberg advised that the main reason that the position was not filled right away is that, during budget season, he knew that he and Mr. Wasson would not have the appropriate time necessary to train an individual on the intricacies of Human Resource laws and procedures. He added that as the budget was reviewed, there was also some discussion as to the level at which the position should be filled.

Mr. Lindberg advised that one rationale for creating this position, besides the requisite need for a knowledgeable Human Resource individual, was to provide for a line of succession. He pointed out that with Mr. Zeunik, Mr. Wasson and himself administering the County, the County was at the peak of its strength in terms of personnel resources. Mr. Lindberg added that previously that position was not filled at a high enough level to provide the County with the Human Resource expertise necessary to provide the requisite services to its employees.

Mr. Lindberg stated that, since the position became vacant in May 2009, he and Mr. Wasson have just been getting by, working at maximum capacity. He stated that there are tasks that have been impossible to accomplish. Mr. Lindberg noted that one example is the State passed a new law requiring additional steps on the American's with Disabilities Act. He indicated that the County needs an ADA coordinator, ADA training, ADA compliance and a process established to deal with people who have ADA complaints. Mr. Lindberg pointed out that this is just one example of the responsibilities that need to be done by the Human Resource individual.

Mr. Segobiano stated that he opposes the idea that this position is a means to build for a succession for the County Administrator. He reminded the Committee that the County will do a national search for the position of County Administrator upon Mr. Lindberg's retirement. He reiterated his belief that since the County Administration has been able to get along without filling this position that perhaps it does not need to be filled.

Mr. Lindberg advised that the term "succession" may be misleading. He clarified that there has always been a position called Human Resources Assistant, which was held by Ms. Lucretia Wherry. Mr. Lindberg indicated that it became obvious that this position needed to be upgraded. When the position was upgraded to Director of Administrative Services, it was an attempt to provide the County with

a tier of individuals with the knowledge and stability necessary to see the County into the future. In addition, it provided an individual who would stay current with employment laws and procedures to serve the County and the County employees.

Mr. Lindberg indicated that doing without the HR position has been detrimental to the organization. There are duties that need to be done on a daily basis related to human resources, including assisting with new employee recruitment and orientation, reviewing benefit plans and continual benefit plan changes, and dealing with new and ongoing compliance issues. Mr. Lindberg advised that not having the HR position filled has been a hardship on the Administration. He indicated that it requires working late nights and weekends.

Mr. Segobiano stated that it is incumbent upon the Board to keep this County in the black. Mr. Lindberg responded that this position is funded in the FY'2010 Recommended Budget. He pointed out that there will be no across the board or merit raises next year for merit employees.

Ms. Bostic asked if it would be possible to allot some of the HR responsibilities to Department Heads. Mr. Lindberg responded that the HR area is an area of high risk management exposure. He indicated it would not be in the best interest of the County to divide HR responsibilities. Mr. Lindberg added that Department Heads will be given some additional ad-hoc committee responsibilities on various projects, but not to serve as the County's HR manager.

Mr. Segobiano warned that, at some point, it will be necessary to put into place a plan to accommodate future financial decreases in revenue. Mr. Lindberg reminded the Committee that a plan was put in place last year to match expenditures to revenue. He indicated that if it should become necessary next year, it will be accomplished again. Mr. Lindberg added that the County's financial situation should be apparent by April at which time necessary adjustments can be made, even if those changes includes structural changes.

Mr. Renner indicated that he interpreted "succession" as having in place a strong internal strength at the administrative level to serve the County.

Chairman Sorensen called for a vote on the motion.

Motion carried.

Mr. Bill Wasson, Assistant County Administrator, indicated that a memorandum was included in the packet that discusses the recently signed Video Gaming Act. He noted that this issue was raised at last month's Finance Committee Stand-up Meeting. After a review of the act, it was determined that the Executive Committee was the appropriate committee to provide the information to and the Committee that would take any future action.

Mr. Wasson advised that Governor Pat Quinn signed the Video Gaming Act (Public Acts 096-0034, 096-0037 and 096-0038) on July 13, 2009, making video gaming terminal legal in Illinois. The Act allows for video gaming terminals to be placed in certain establishments, truck stops and fraternal/veterans clubs which hold appropriate liquor licenses throughout the state. Mr. Wasson stated that the majority of these licensees are located within municipal boundaries. Only 10 such locations exist within the unincorporated area of McLean County. The Act allows each eligible license holder to have up to a maximum of five (5) video gaming terminals at those locations.

Mr. Wasson indicated that, based upon the statements of the Illinois Gaming Board, it is anticipated that we have more than a year to review the situation. The Gaming Board estimates that a year is optimistic for them to develop regulations and a statewide network for the video machine to be connected to Springfield.

Mr. Wasson advised that the Act provides that local governments may prohibit video gaming within its jurisdiction by ordinance. For the County, any prohibition would only apply to the unincorporated areas of the County. The County would then be responsible for enforcing this prohibition under its Liquor Ordinance. Based upon information to date, DuPage County is the only county which has enacted an ordinance prohibiting video gaming in unincorporated areas. Additionally, there are several municipalities that have prohibited or are considering prohibiting video gaming within their corporate limits.

Mr. Wasson indicated that the proceeds of the Video Gaming Act include approximately 33% of the State's major capital program. He added that, based upon estimates provided by the Illinois Municipal League, it is anticipated that local revenue for any of these units would be approximately \$2,000 per year with reference with tax that is shared with local government by the state as well as a nominal fee that can be charged by the local government units.

Ms. Bostic asked if the nominal fee would be part of the licensing for the liquor establishments. Mr. Wasson replied that there would be an additional fee specifically for a gaming unit, and each terminal has a \$25 fee per gaming unit that the local government can charge those establishments.

Mr. Owens asked how many establishments in the unincorporated areas this would affect. Mr. Wasson responded that the County has 12 current license holders, but only ten of those meet all of the requirements. Each one of those ten establishments would be able to install up to five terminals for video gaming.

Mr. Gordon indicated that if all ten facilities installed five terminals, the revenue generated to the County would be approximately \$115,000.

Ms. Bostic asked who would police these video gaming terminals. Mr. Wasson replied that, under the Act, the Gaming Board is responsible for enforcement of the Act. He indicated that, as the County enforces its liquor code on County liquor license holders, it is anticipated that there would be some enforcement requirements on the liquor license holders if they install the terminals, as well as the current liquor license enforcement that the Sheriff's Department uses in its 12 sites. If the County enacted a ban, enforcement would be a local responsibility.

Mr. Owens asked if the City of Bloomington and Town of Normal have video gambling. Mr. Lindberg replied that they would fall under this same statute. He noted that the only difference between Bloomington, Normal and the County is that, as home rule entities, Bloomington and Normal have the authority, if they so choose, to increase that licensing fee per machine. Mr. Lindberg added that he has no information on any intent one way or the other on the City of Bloomington, but he believes that Normal's position is that they do not intend to take any action to increase their fees nor do they plan to take any action to ban the machines. Mr. Wasson noted that any units that currently exist in the unincorporated area or the municipalities are for amusement purposes only.

Mr. Caisley indicated that he is the one who asked the Finance Committee to request Ms. Hannah Eisner, First Civil Assistant State's Attorney, to prepare an Ordinance to prohibit video gaming in the County. He noted that, according to a *Chicago Tribune* editorial, as of last week, 221 municipalities have adopted an ordinance banning video gaming. Mr. Caisley stated that, in addition to the 221 municipalities, DuPage County adopted an ordinance prohibiting video gambling. He indicated that, last week, the Cook County Board voted 9-5 to ban video gambling in unincorporated areas of Cook County.

Mr. Caisley stated that if the County were to ban video gambling, the County would lose 16 and 2/3rd percent of the tax revenue generated by the video gambling in the unincorporated areas of this County. He noted that it would not harm the County's chances of getting its fair share of the infrastructure funds that come with the remaining 5/6th of the gambling revenues that would go to the State of Illinois. Chairman Sorensen asked Mr. Caisley how he knows that the County would get its fair share of the funds should it ban video gaming. Mr. Caisley responded that currently there is no provision in the Act for penalizing

areas that opt to ban video gaming other than the 1/6th of the revenues that would go to the local governmental entity. He added that should the County approve video gaming, the chances are the small amount of revenue the County receives would be spent on additional law enforcement responsibilities in connection with the video gaming.

Mr. Caisley stated that this type of gambling would be putting families in McLean County in jeopardy of significant financial losses. He recommended that the County enact an ordinance prohibiting video gaming.

Chairman Sorensen reminded the Committee that we are at least a year away from any of these machines going in anywhere because the Gaming Commission does not have the procedures and mechanisms in place yet. Also, he noted that we do not know whether or not there will be a negative impact on capital spending as a result of this.

Chairman Sorensen advised that it is not necessary to make a decision one way or another on whether the County should or should not allow video gaming in the next few months or even to the end of this year, as there are likely 12 or more months available to consider this issue.

Chairman Sorensen presented the August 31, 2009 bills as recommended and transmitted by the County Auditor for payment. The Fund Total is \$284,195.62 and the Prepaid Total is the same.

Motion by Owens/Gordon to recommend approval of the Executive Committee bills for September 30, 2009 as presented to the Committee by the County Auditor.
Motion carried.

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Chairman Sorensen advised that he received a nice letter from Chairman Terry Carlton of Logan County thanking McLean County for making our Emergency Management Search and Rescue Team available to his staff a couple weeks ago.

There being no further business to come before the Committee, the Executive Committee meeting was adjourned at 5:15 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary