

# COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois  
Thursday, January 22, 2026 – 6:30 p.m.

**Shields-Carter Meeting Room**  
**Bennett Administrative Center**  
**102 E. Main Street, Urbana, Illinois**

## Agenda Items

## Page #'s

- I. Call To Order**
- II. \*Roll Call**
- III. Prayer & Pledge of Allegiance**
- IV. Read Notice of Meeting**
- V. Approval of Agenda/Addenda**
- VI. Date/Time of Next Regular Meetings**
  - Standing Committees:**
    - A. County Facilities Committee  
Tuesday, February 3, 2026 @ 6:30 p.m.  
Shields-Carter Meeting Room
    - B. Environment & Land Use Committee  
Thursday, February 5, 2026 @ 6:30 p.m.  
Shields-Carter Meeting Room
    - C. Highway & Transportation Committee  
Friday, February 6, 2026 @ 9:00 a.m.  
1605 E Main Street, Urbana
  - Committee of the Whole:**
    - A. Justice & Social Services; Policy, Personnel & Appointments; Finance  
Tuesday, February 10, 2026 @ 6:30 p.m.  
Shields-Carter Meeting Room
  - County Board:**
    - A. Regular Meeting  
Thursday, February 19, 2026 @ 6:30 p.m.  
Shields-Carter Meeting Room
- VII. Employee Recognition**
  - A. Adoption of Resolution No. 2026-14 Honoring County Employees for Years of Service 1
- VIII. Public Input**
- IX. \*Consent Agenda** 2-19
- X. Presentation**
  - A. HTEM Mahomet Aquifer Mapping Results – Prairie Research Institute
- XI. Communications**
- XII. Approval of Minutes**
  - A. December 18, 2025 – Regular Meeting 20-27
- XIII. Standing Committees**
  - A. County Facilities  
*Summary of Action Taken January 6, 2026 Meeting* 28-29
  - B. Environment & Land Use  
*Summary of Action Taken January 8, 2026 Meeting* 30-32
    - 1. \*\*\*\*Adoption of Ordinance No. 2026-2 Amending Zoning Ordinance for a Zoning Map Amendment on Certain Property 33-35

<b>XIV. Areas of Responsibility</b>	
<i>Summary of Action Taken January 13, 2026 at Committee of Whole Meeting (Justice &amp; Social Services; Finance; Policy, Personnel, &amp; Appointments)</i>	36-40
A. Policy, Personnel & Appointments	
1. Adoption of Resolution No. 2026-15 Amending the Schedule of Authorized Positions in the Administrative Services Department – Grant Coordinator and Grant Reporting Clerk	41-47
2. Adoption of Resolution No. 2026-16 Amending the Schedule of Authorized Positions in the Physical Plant and Administrative Services Departments – Maintenance Manager, Custodial and Grounds Manager and Facilities Project Manager	48-59
B. Justice & Social Services	
1. Adoption of Resolution No. 2026-17 Authorizing a Safety Assessment Management and Mitigation Team Intergovernmental Agreement	60-70
<b>XV. New Business</b>	
A. Adoption of Resolution No. 2026-18 Authorizing Payment of Claims	71
• The payment register is available on the County’s website at: <a href="https://www.co.champaign.il.us/Auditor/OnlineCheckbook.php">https://www.co.champaign.il.us/Auditor/OnlineCheckbook.php</a>	
B. Adoption of Resolution No. 2026-19 Purchases Not Following the Purchasing Policy	72-73
C. Adoption of Resolution No. 2026-20 Authorizing an Intergovernmental Agreement for Animal Control and Impound Services with the Villages of	74-147
• Bondville      • Ivesdale      • Pesotum      • Thomasboro	
• Deland      • Ludlow      • Philo	
• Homer      • Ogden      • Sidney	
D. Adoption of Resolution No. 2026-21 Approving a Letter of Understanding with GHR Engineers and Associates, Inc. for Mechanical, Electrical, Plumbing and Engineering Services, pursuant to RFP 2025-014	148-151
E. Adoption of Resolution No. 2026-22 Approving Letters of Understanding with Bailey Edward Design, Inc., Reifsteck Wakefield Fanning & Company, and IGW for Architectural Services, pursuant to RFP 2025-015	152-161
F. Adoption of Resolution No. 2026-23 Authorizing Application, and if Awarded, Acceptance of the Emergency and Transitional Housing (ETH) Grant	162-164
G. **Adoption of Resolution No. 2026-24 Approving Budget Amendment BUA 2026/1/108 Fund 2075 Regional Planning Commission / Dept 100 Regional Planning Commission Increased Appropriations: \$4,588 Increased Revenue: \$4,588 Reason: Appropriation of Emergency and Transitional Housing Grant funding for the purchase of new equipment to improve shelter facilities.	165-166
H. **Adoption of Resolution No. 2026-25 Approving Budget Amendment BUA 2026/1/84 Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center Increased Appropriations: \$68,481.23 Increased Revenue: \$0 Reason: Interfund loan to the Child Advocacy Center for facility-related expenses.	167-169
<b>XVI. Other Business</b>	
A. American Rescue Plan Act	
1. ARPA Update ( <i>information only</i> )	170-178

- B. Adoption of Resolution No. 2026-26 Amending the Schedule of Authorized Positions in the Administrative Services Department – Program Director, Therapist, Case Manager and Family Engagement

179-189

**XVII. Adjournment**

\*Roll call

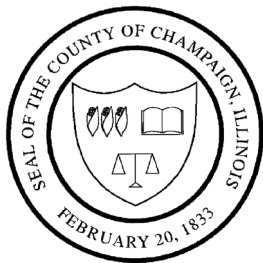
\*\*Roll call and 15 votes

\*\*\*Roll call and 17 votes

\*\*\*\*Roll call and 12 votes

Except as otherwise stated, approval requires the vote of a majority of those County Board members present.

*All meetings are at Bennett Administrative Center – 102 E. Main Street in Urbana – unless otherwise noted.  
Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.*



## COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois

Thursday, January 22, 2026 - 6:30 p.m.

Shields-Carter Meeting Room

Bennett Administrative Center

102 E. Main Street, Urbana, IL 61801

### Consent Agenda Items

### Page #'s

#### **A. Environment and Land Use Committee**

1. Adoption of Ordinance No. 2026-1 Granting a Special Use Permit, Zoning Case 177-S-25 – “Somer Township Solar 1 LLC, c/o New Leaf Energy” PV Solar Farm Including the Decommissioning and Site Reclamation Plan 2-6

#### **B. Policy, Personnel & Appointments**

1. Adoption of Resolution No. 2026-1 Appointing Dennis Butler to the Pesotum Slough Special Drainage District, unexpired term ending 8/31/2028 7
2. Adoption of Resolution No. 2026-2 Appointing Doug Bennett to the Sangamon & Drummer Drainage District, unexpired term ending 8/31/2028 8
3. Adoption of Resolution No. 2026-3 Appointing Jilmala Rogers as the County Board Liaison on the Martin Luther King Jr. Celebration Committee 9
4. Adoption of Resolution No. 2026-4 Appointing Ed Sexton as the County Board Liaison on the Champaign-Urbana Urbanized Area Transportation Study (CUUATS) Policy Committee 10
5. Adoption of Resolution No. 2026-5 Creating a Building and Grounds Safety Committee 11
6. Adoption of Resolution No. 2026-6 Amending the Schedule of Authorized Positions in the Coroner’s Office – Autopsy Technician and Pathologist 12
7. Adoption of Resolution No. 2026-7 Amending the Schedule of Authorized Positions in the Juvenile Detention Center – PREA Coordinator 13

#### **C. Finance**

1. \*\*Adoption of Ordinance No. 2026-8 Approving Budget Amendment BUA 2026/1/13 14  
Fund 2500 County Grant Fund / Dept 075 General County  
Increased Appropriations: \$74,377.88  
Increased Revenue: \$74,377.88  
Reason: Appropriation of the Firearms Safe Storage Strategies Grant funding for FY2026.
2. \*\*Adoption of Ordinance No. 2026-9 Approving Budget Amendment BUA 2026/1/14 15  
Fund 2500 County Grant Fund / Dept 031 Circuit Court & 052 Court Services  
Increased Appropriations: \$200,000  
Increased Revenue: \$200,000  
Reason: Appropriation of the Adult Redeploy Illinois Grant funds for FY2026.
3. \*\*Adoption of Ordinance No. 2026-10 Approving Budget Amendment BUA 2026/1/15 16  
Fund 2500 County Grant Fund / Dept 036 Public Defender  
Increased Appropriations: \$25,000  
Increased Revenue: \$25,000  
Reason: Appropriation of Expert Witness Support Grant funds.
4. \*\*Adoption of Ordinance No. 2026-11 Approving Budget Amendment BUA 2026/1/16 17  
Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center  
Increased Appropriations: \$37,500  
Increased Revenue: \$37,500  
Reason: Appropriation of grant funds from the United Way.



5.   \*\*Adoption of Ordinance No. 2026-12 Approving Budget Amendment BUA 2026/1/19 18  
Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center  
Increased Appropriations: \$3,500  
Increased Revenue: \$3,500  
Reason: Appropriation of grant funds from the Community Foundation of East Central Illinois.
  
6.   \*\*Adoption of Ordinance No. 2026-13 Approving Budget Amendment BUA 2026/1/18 19  
Fund 2634 Public Defender Grant Fund / Dept 036 Public Defender  
Increased Appropriations: \$14,471.85  
Increased Revenue: \$0  
Reason: Appropriation of remaining funds from the AOIC Grant.

RESOLUTION NO. 2026-14

RESOLUTION HONORING COUNTY EMPLOYEES FOR YEARS OF SERVICE

WHEREAS, It is the vision of the Champaign County Board to be a recognized leader in local government where every official and employee has a personal devotion to excellence in public service and embraces the highest standards of ethics and integrity, which enables Champaign County to provide the best customer services to its citizens; and

WHEREAS, One element of pursuing this vision is communicating to employees that their service to Champaign County is valued and appreciated; and

WHEREAS, Champaign County employees admirably serve the people of Champaign County with full commitment to the responsibilities of County offices, work in partnership with fellow employees and County officials, and have dedication to the best interests of all the people of Champaign County; and

WHEREAS, The Champaign County Board wishes to recognize the dedication and service of the employees who have reached 10, 20 & 25- year milestones in January 2026;

NOW, THEREFORE, BE IT RESOLVED That the County Board of Champaign County hereby recognizes each of the aforementioned Champaign County employees as an asset to the citizens of Champaign County and expresses gratitude and sincere appreciation for their years of service.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D., 2026.

<u>Name</u>	<u>Department</u>	<u>Years of Service</u>
Shandra Summerville	Mental Health Board	10
Sue Silalack	Circuit Clerk	20
Wesley Miller	Physical Plant	25

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

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

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

**ORDINANCE NO. 2026-1**

**ORDINANCE GRANTING A SPECIAL USE PERMIT  
ZONING CASE 177-S-25  
“SOMER TOWNSHIP SOLAR 1 LLC, c/o NEW LEAF ENERGY” PV SOLAR FARM  
INCLUDING THE DECOMMISSIONING AND SITE RECLAMATION PLAN**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 177-S-25;

WHEREAS, the Champaign County Board finds that the Zoning Board of Appeals followed proper procedures and its Finding of Fact is supported by the manifest weight of evidence cited in the Summary of Evidence; and

WHEREAS, the Finding of Fact forwarded by the Zoning Board of Appeals demonstrates compliance of the petition in Zoning Case 177-S-25 with the criteria contained in Section 9.1.11 B. of the *Champaign County Zoning Ordinance*.

NOW, THEREFORE BE IT RESOLVED, by the Champaign County Board, Champaign County, Illinois, as follows:

1. That the Summary of Evidence, Documents of Record, Finding of Fact, and Final Determination forwarded by the Champaign County Zoning Board of Appeals in Zoning Case 177-S-25 are hereby endorsed and adopted, and incorporated herein by reference.
2. That a Special Use Permit is hereby granted to Somer Township Solar 1 LLC, c/o New Leaf Energy for a PV Solar Farm with a total nameplate capacity of 4.99 megawatts (MW), in the AG-2 Agriculture Zoning District, on the real estate described below:

approximately 27.68 acres lying north of East Ford Harris Road West of North Lincoln Avenue and east of the Canadian National Rail line with PIN 25-15-20-300-006, described as The South Third of that part of the Southwest Quarter of Section 20, Township 20 North, Range 9 East of the Third Principal Meridian, situated in Somer Township in Champaign County, Illinois, lying East of the Center Line of the Illinois Central Gulf Railroad, now Canadian National Railroad, being tax parcel 25-15-20-300-006, commonly known as farmland owned by James M. Heimburger Trust.

3. That the granting of the Special Use Permit in Case 177-S-25 include the following waivers of standard conditions:

Part A: A waiver for locating the PV Solar Farm less than one and one-half miles from an incorporated municipality with a zoning ordinance per Section 6.1.5 B.(2)a.(a).

Part B: A waiver for not entering into a Roadway Upgrade and Maintenance Agreement or

waiver therefrom with the relevant local highway authority prior to consideration of the Special Use Permit by the Zoning Board of Appeals, per Section 6.1.5 G.(1).

Part C: A waiver for locating the PV Solar Farm 160 feet from a non-participating lot that is 10 acres or less in area in lieu of the minimum required separation of 240 feet between the solar farm fencing and the property line, per Section 6.1.5 D.(3)a.

4. That the granting of the Special Use Permit in Case 177-S-25 include the Decommissioning and Site Reclamation Plan received December 2, 2025.
5. That the granting of the Special Use Permit in Case 177-S-24 include the following special conditions of approval:
  - A. The approved site plan consists of the following documents:
    - Sheets T-1.0, C-0.0, C-1.0, C-2.0, C-3.0, C-4.0, C-5.0, C-6.0, E-0.0, E-1.0, of the revised Site Plan received December 2, 2025.
  - B. The Zoning Administrator shall not authorize a Zoning Use Permit Application or issue a Zoning Compliance Certificate on the subject property until the lighting specifications in Paragraph 6.1.2.A. of the Zoning Ordinance have been met.
  - C. The Zoning Administrator shall not issue a Zoning Compliance Certificate for the proposed PV SOLAR FARM until the petitioner has demonstrated that the proposed Special Use complies with the Illinois Accessibility Code, if necessary.
  - D. A signed Decommissioning and Site Reclamation Plan that has been approved by Environment and Land Use Committee is required at the time of application for a Zoning Use Permit that complies with Section 6.1.1 A. and Section 6.1.5 Q. of the Zoning Ordinance, including a decommissioning cost estimate prepared by an Illinois Professional Engineer.
  - E. Roadway Upgrade and Maintenance Agreements signed by the County Highway Engineer Somer Township Highway Commissioner and any other relevant highway jurisdiction, and approved by the Environment and Land Use Committee, or a waiver therefrom, shall be submitted at the time of application for a Zoning Use Permit.
  - F. Underground drainage tile shall be investigated and identified with any necessary changes made to the solar array as follows:
    1. A qualified Drain Tile Contractor with experience in Illinois shall be employed to investigate, repair, and install any underground drain tile.
    2. Desktop mapping and field reconnaissance shall identify all areas where drain tiles are expected to be located based on soils, topographic elevations, ground surface channels and/or depressions, wetlands, natural drainage ingress and egress locations, and knowledge of current owners and/or current farmers.

3. Slit trenching shall be used to investigate the presence of mutual drainage tiles that serve upland areas under different ownership. All existing drain tiles encountered shall be logged on field mapping and repaired to the original state according to Illinois Department of Agriculture Impact Mitigation Agreement (AIMA) standards.
  4. Drain tile routes shall be located by surface probing or electronic detection and field staked at 20 feet intervals.
  5. All existing drain tile that are found shall be located in the field using GPS location systems and recorded on as-built plans. Record mapping shall be completed according to typical civil engineering mapping and AIMA standards.
  6. Any tile found shall be protected from disturbance or repaired and/or relocated in a manner consistent with AIMA and the Zoning Ordinance.
  7. All mutual drain tiles shall either be relocated outside of the array area or shall be protected from construction disturbance and a 40- foot wide no construction area shall be centered on all mutual drain tiles.
  8. A Drain Tile Investigation Survey including a map of all identified drain tile and a revised site plan to reflect any changes to the layout of the solar array shall be submitted to the Zoning Administrator prior to Zoning Use Permit Approval.
  9. Future access shall be guaranteed for maintenance of all mutual drain tiles.
- G. The following submittals are required prior to the approval of any Zoning Use Permit for a PV SOLAR FARM:
1. Documentation of the solar module's unlimited 10-year warranty and the 25-year limited power warranty.
  2. An irrevocable letter of credit to be drawn upon a federally insured financial institution with a minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of "A" by S&P or a rating of "A2" by Moody's within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.
  3. A permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.
  4. Documentation regarding the seed to be used for the pollinator planting, per 6.1.5 F.(9).

5. A Transportation Impact Analysis provided by the applicant that is mutually acceptable to the Applicant and the County Engineer and State's Attorney; or Township Highway Commissioner; or municipality where relevant, as required by 6.1.5 G. 2.
  6. The telephone number for the complaint hotline required by 6.1.5 S.
  7. Any updates to the approved Site Plan from Case 177-S-25 per the Site Plan requirements provided in Section 6.1.5 U.1.c.
- H. A Zoning Compliance Certificate shall be required for the PV SOLAR FARM prior to going into commercial production of energy. Approval of a Zoning Compliance Certificate shall require the following:
1. An as-built site plan of the PV SOLAR FARM including structures, property lines (including identification of adjoining properties), as-built separations, public access road and turnout locations, substation(s), electrical cabling from the PV SOLAR FARM to the substations(s), and layout of all structures within the geographical boundaries of any applicable setback.
  2. As-built documentation of all permanent soil erosion and sedimentation improvements for all PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer.
  3. An executed interconnection agreement with the appropriate electric utility as required by Section 6.1.5 B.(3)b.
  4. Confirmation from the Thomasboro Fire Protection District that a walkthrough of the project site with the developer met the requirements of the District.
- I. The Applicant or Owner or Operator of the PV SOLAR FARM shall comply with the following specific requirements that apply even after the PV SOLAR FARM goes into commercial operation:
1. Maintain the pollinator plantings in perpetuity.
  2. Cooperate with local Fire Protection District to develop the District's emergency response plan as required by 6.1.5 H.(2).
  3. Cooperate fully with Champaign County and in resolving any noise complaints including reimbursing Champaign County any costs for the services of a qualified noise consultant pursuant to any proven violation of the I.P.C.B. noise regulations as required by 6.1.5 I.(4).
  4. Maintain a current general liability policy as required by 6.1.5 O.

5. Submit annual summary of operation and maintenance reports to the Environment and Land Use Committee as required by 6.1.5 P.(1)a.
  6. Maintain compliance with the approved Decommissioning and Site Reclamation Plan including financial assurances.
  7. Submit to the Zoning Administrator copies of all complaints to the telephone hotline on a monthly basis and take all necessary actions to resolve all legitimate complaints as required by 6.1.5 S.
- J. The PV SOLAR FARM COUNTY Board SPECIAL USE Permit designation shall expire in 10 years if no Zoning Use Permit is granted.
- K. The owners of the subject property hereby recognize and provide for the right of agricultural activities to continue on adjacent land consistent with the Right to Farm Resolution 3425.
- L. The terms of approval are the requirements of the current Section 6.1.5 of the Zoning Ordinance as amended February 23, 2023.

PRESENTED, PASSED, APPROVED AND RECORDED this 22nd day of January, A.D. 2026.

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Jennifer Locke, Chair  
Champaign County Board

ATTEST:

Approved:

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Aaron Ammons, County Clerk and  
Ex-Officio Clerk of the County Board

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Steve Summers, County Executive

Date:

RESOLUTION NO. 2026-1

RESOLUTION APPOINTING DENNIS BUTLER TO THE  
PESOTUM SLOUGH SPECIAL DRAINAGE DISTRICT

WHEREAS, Steve Summers, County Executive, has submitted to the County Board his reappointment of Dennis Butler to the Pesotum Slough Special Drainage District; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 70 ILCS 605/4-1; and

WHEREAS, such appointment mandates that Dennis Butler give bond payable to the People of the State of Illinois for the use of all persons interested in an amount hereby fixed by the Champaign County Board as One-Thousand Dollars (\$1,000) and with surety payable to the Champaign County Board, said bond conditioned upon the faithful performance of his duties and the faithful application of all moneys that may come under his control, pursuant to 70 ILCS 605/4-4; and

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the reappointment of Dennis Butler to the Pesotum Slough Special Drainage District for an unexpired term ending August 31, 2028; and

BE IT FURTHER RESOLVED that Dennis Butler shall give bond payable to the People of the State of Illinois for the use of all persons interested in an amount hereby fixed by the Champaign County Board as One-Thousand Dollars (\$1,000) and with surety payable to the Champaign County Board, said bond conditioned upon the faithful performance of his duties and the faithful application of all moneys that may come under his control; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Dennis Butler, 481 CR 1000 E, Tolono, IL 61880.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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



RESOLUTION NO. 2026-2

RESOLUTION APPOINTING DOUG BENNETT TO THE  
SANGAMON & DRUMMER DRAINAGE DISTRICT

WHEREAS, Steve Summers, County Executive, has submitted to the County Board his appointment of Doug Bennett to the Sangamon & Drummer Drainage District; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 70 ILCS 605/4-1; and

WHEREAS, such appointment mandates that Doug Bennett give bond payable to the People of the State of Illinois for the use of all persons interested in an amount hereby fixed by the Champaign County Board as One-Thousand Dollars (\$1,000) and with surety payable to the Champaign County Board, said bond conditioned upon the faithful performance of his duties and the faithful application of all moneys that may come under his control, pursuant to 70 ILCS 605/4-4; and

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Doug Bennett to the Sangamon & Drummer Drainage District for an unexpired term ending August 31, 2028; and

BE IT FURTHER RESOLVED that Doug Bennett shall give bond payable to the People of the State of Illinois for the use of all persons interested in an amount hereby fixed by the Champaign County Board as One-Thousand Dollars (\$1,000) and with surety payable to the Champaign County Board, said bond conditioned upon the faithful performance of his duties and the faithful application of all moneys that may come under his control; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Doug Bennett, 715 N 300 E, Gibson City, IL 60936.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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

RESOLUTION NO. 2025-3

RESOLUTION APPOINTING A COUNTY BOARD LIAISON ON THE  
MARTIN LUTHER KING JR CELEBRATION COMMITTEE

WHEREAS, Steve Summers, County Executive, has submitted to the County Board his appointment of Jilmala Rogers as the County Board Liaison on the Martin Luther King Jr. Celebration Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 55 ILCS 5/2-5009(d);

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Jilmala Rogers as the County Board Liaison on the Martin Luther King Jr. Celebration Committee.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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

RESOLUTION NO. 2026-4

RESOLUTION APPOINTING A COUNTY BOARD LIAISON ON THE  
CHAMPAIGN-URBANA URBANIZED AREA TRANSPORTATION STUDY (CUUATS)  
POLICY COMMITTEE

WHEREAS, Steve Summers, County Executive, has submitted to the County Board his appointment of Ed Sexton as the County Board Liaison on the Champaign-Urbana Urbanized Area Transportation Study (CUUATS) Policy Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 55 ILCS 5/2-5009(d);

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Ed Sexton as the County Board Liaison on the Champaign-Urbana Urbanized Area Transportation Study (CUUATS) Policy Committee.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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

RESOLUTION NO. 2026-5

RESOLUTION ESTABLISHING A BUILDING AND GROUNDS SAFETY COMMITTEE

WHEREAS, The Champaign County Board strives for a safe working environment for all employees; and

WHEREAS, the employees and department leadership are the best resources for establishing and ensuring such workplace safety; and

WHEREAS, the County Board will endeavor to appropriate funds for safety training, materials, and resources in every budget; and

NOW THEREFORE, BE IT RESOLVED, that the Champaign County Board establishes an employee-led Building and Grounds Safety Committee with the purpose of working collaboratively with the County Executive's Office to evaluate, improve, and maintain safety training, preparedness, and awareness for all County employees;

BE IT FURTHER RESOLVED; the Champaign County Board requests that all County departments and offices select one employee to serve on the committee as a duty of their work assignment (that shall not exceed more than 12 paid hours per calendar year) and the Champaign County Board requests the County Executive's Office provides administrative support to the Committee functions;

BE IT FURTHER RESOLVED; the Building and Grounds Safety Committee may provide periodic updates and recommendations to the Champaign County Policy and Personnel Committee on workplace safety improvements and/or concerns;

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22nd day of January A.D. 2026.

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

Approved:

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

\_\_\_\_\_  
Stephen Summers, County Executive  
Date: \_\_\_\_\_

RESOLUTION NO. 2026-6

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS IN THE  
CORONER'S OFFICE – AUTOPSY TECHNICIAN AND PATHOLOGIST POSITIONS

WHEREAS, the County Board has approved the Champaign County Salary Administration Guidelines, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Salary Administration Guidelines, the Champaign County Coroner's Office has requested the addition of an Autopsy Technician position and a Pathologist position; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of an Autopsy Technician position in the Coroner's Office, to be assigned to grade range F; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole also recommends to the County Board approval of the creation of a Pathologist position in the Coroner's Office, to be assigned to grade range P;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves amending the schedule of authorized positions in the Coroner's Office by creating the Autopsy Technician position, to be assigned to grade range F, and creating the Pathologist position, to be assigned to grade range P.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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

RESOLUTION NO. 2026-7

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS IN THE  
JUVENILE DETENTION CENTER – PREA COORDINATOR POSITION

WHEREAS, the County Board has approved the Champaign County Salary Administration Guidelines, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Salary Administration Guidelines, the Champaign County Director of Court Services has requested the addition of an PREA Coordinator position in the Juvenile Detention Center; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of a PREA Coordinator position in the Juvenile Detention Center, to be assigned to grade range J;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves amending the schedule of authorized positions in the Juvenile Detention Center by creating the PREA Coordinator position, to be assigned to grade range J.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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

RESOLUTION NO. 2026-8

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/13

Fund: 2500 County Grant Fund

Dept: 075 General County

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

500105 Temporary Staff

24,052.12

500305 Unemployment Insurance

557.85

501017 Equipment Less Than \$5000

48,834.51

502003 Travel Costs

683.40

502013 Rent

250.00

Total 74,377.88

Increased Revenue:

400411 State – Other Non-Mand FSSS

74,377.88

Total 74,377.88

REASON: Appropriation of the Firearms Safe Storage Strategies Grant funding for FY2026.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

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

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

RESOLUTION NO. 2026-9

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/14

Fund: 2500 County Grant Fund  
Dept: 031 Circuit Court & 052 Court Services

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

052-500103 Regular Full-Time Employees

119,004

052-500305 Unemployment Insurance

41,636

031-502051 Client Other

1,000

031-502001 Professional Services

38,360

Total 200,000

Increased Revenue:

400411 State – Other (Non-Mandatory)

200,000

Total 200,000

REASON: Appropriation of the Adult Redeploy Illinois Grant funds for FY2026.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

& Attest: \_\_\_\_\_

Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

Approved: \_\_\_\_\_

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



RESOLUTION NO. 2026-10

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/15

Fund: 2500 County Grant Fund

Dept: 036 Public Defender

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

502001 Professional Services

25,000

Total 25,000

Increased Revenue:

400406 State – Gen Supt (Mandatory)

25,000

Total 25,000

REASON: Appropriation of Expert Witness Support Grant funds.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

& Attest: \_\_\_\_\_

Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

Approved: \_\_\_\_\_

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

RESOLUTION NO. 2026-11

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/16

Fund: 2679 Child Advocacy Center

Dept: 179 Child Advocacy Center

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

500102 Appointed Official Salary

4,704.66

500103 Regular Full-Time Employees

9,045.34

502051 Client Other

3,750.00

502004 Conferences Training

2,000.00

502001 Professional Services

18,000.00

Total 37,500.00

Increased Revenue:

400476 Other Intergovernmental

37,500

Total 37,500

REASON: Appropriation of grant funds from the United Way.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

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

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

RESOLUTION NO. 2026-12

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/19

Fund: 2679 Child Advocacy Center  
Dept: 179 Child Advocacy Center

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

501017 Equipment Less Than \$5000

3,500

Total 3,500

Increased Revenue:

400476 Other Intergovernmental

3,500

Total 3,500

REASON: Appropriation of grant funds from the Community Foundation of East Central Illinois.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

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

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

RESOLUTION NO. 2026-13

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/19

Fund: 2634 Public Defender Grant Fund

Dept: 036 Public Defender

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

502004 Conferences and Training

14,420.85

502047 Software License & SAAS

51.00

Total 14,471.85

Increased Revenue:

None: From Fund Balance

Total  $\frac{0}{0}$

REASON: Appropriation of remaining funds from the AOIC.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

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

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

RESUME OF MINUTES OF REGULAR MEETING OF THE  
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS  
December 18, 2025

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, December 18, 2025, at 6:30 PM in the Shields-Carter Meeting Room, Bennett Administrative Center, 102 East Main Street, Urbana, Illinois, County Executive Steve Summers presiding and Matthew Cross as Clerk of the meeting.

**ROLL CALL**

Roll call showed the following members present: Sexton, Sullard, Vanichtheeranont, Wiggs, Wilson, Arres, Cagle, Carter, Crane, Esry, Farney, Fava, Fortado, Hanauer-Friedman, Peugh, Rogers, and Locke – 19; late: Cowart (arrived at 6:40, missing the agenda vote) – 1; absent: Thorsland and Settles – 2. County Executive Summers declared a quorum present and the Board competent to conduct business.

**PRAYER & PLEDGE OF ALLEGIANCE**

County Executive Summers read a prayer, and the Pledge of Allegiance to the Flag was recited.

**READ NOTICE OF MEETING**

The Clerk read the Notice of the Meeting, said Notice having been published in the *News Gazette* on December 4, December 11, and December 17, 2025.

**APPROVAL OF AGENDA/ADDENDA**

Board Member Vanichtheeranont offered a motion to adopt the Agenda/Addenda; Board Member Wiggs seconded.

Board Member Sullard offered a motion to amend the agenda to move item XI. Communications to follow item XVI. B. Grant Coordinator Update; Board Member Hanauer-Friedman seconded. The motion to amend the Agenda/Addenda carried by voice vote.

The motion as amended carried by unanimous voice vote.

**DATE/TIME OF NEXT MEETINGS**

**Standing Committees:**

A. County Facilities Committee

Tuesday, January 6, 2025 at 6:30 PM

Shields-Carter Meeting Room, Bennett Administrative Center

B. Environment and Land Use Committee

Thursday, January 8, 2025 at 6:30 PM  
Shields-Carter Meeting Room, Bennett Administrative Center  
C. Highway and Transportation Committee  
Friday, January 9, 2025 at 9:00 AM  
1605 E Main St, Urbana

**Committee of the Whole:**

A. Justice and Social Services; Policy, Personnel, and Appointments; Finance  
Monday, January 13, 2025 at 6:30 PM  
Shields-Carter Meeting Room, Bennett Administrative Center

**County Board:**

A. Regular Meeting  
Thursday, January 22, 2025 at 6:30 PM  
Shields-Carter Meeting Room, Bennett Administrative Center  
B. Study Session  
Tuesday, January 27, 2025 at 6:00 PM  
Shields-Carter Meeting Room, Bennett Administrative Center

**EMPLOYEE RECOGNITION**

Board Member Arres offered a motion to adopt Resolution No. 2025-337 Honoring County Employees for Years of Service; Board Member Wilson seconded. Board Member Vanichtheeranont read the entire text of the resolution. Probation and Court Services Director Shannon Siders was invited to speak and praised the service of Daryl Jackson. County Clerk and Recorder Aaron Ammons was invited to speak and praised the service of Phillip Duling. The motion carried by unanimous voice vote.

Board Member Farney offered a motion to adopt Resolution No. 2025-338 Honoring Retiring County Employees; Board Member Wilson seconded. Board Member Vanichtheeranont read the entire text of the resolution. The motion carried by unanimous voice vote.

**PUBLIC INPUT**

Street College Faculty Jay Walker spoke in support of Resolution No. 2025-344 funding Street College for a full year; he spoke about the effectiveness of the program and noted that Street College also receives matching grants dependent on County funding.

Educator Ellen Dahlke spoke in support of Resolution No. 2025-344 funding Street College for a full year.

Street College Faculty Shannon McFarland spoke in support of Resolution No. 2025-344 funding Street College for a full year.

Cunningham Children's Home President/CEO Marlin Livingston spoke about the County's increased involvement in the work of the Champaign County Redeploy Initiative and noted a lack of transparency.

### **CONSENT AGENDA**

Board Member Esry offered a motion to adopt the Consent Agenda; Board Member Arres seconded. The motion consisting of six resolutions (Nos. 2025-331, 2025-332, 2025-333, 2025-334, 2025-335, and 2025-336) and three ordinances (Nos. 2025-16, 2025-17, and 225-18) carried by unanimous roll-call vote:

Yeas: Sexton, Sullard, Vanichtheeranont, Wiggs, Wilson, Arres, Cagle, Carter, Cowart, Crane, Esry, Farney, Fava, Fortado, Hanauer-Friedman, Peugh, Rogers, and Locke – 20

Nays: none

### **PRESENTATION**

Experience Champaign Urbana President and CEO Jayne DeLuce gave a presentation on the work of Experience Champaign Urbana, the official tourism destination marketing and management organization for Champaign County, which also managed several American Rescue Plan Act (ARPA) funded programs. Board Chair Locke praised the work of Experience Champaign Urbana and asked what demographics they most need for Welcome Crews; President DeLuce stated they need representative from the LGBT+ community and young professionals.

### **APPROVAL OF MINUTES**

Board Member Cagle offered a motion to approve the minutes of the Regular Meeting of the County Board on November 20, 2025; Board Member Vanichtheeranont seconded. The motion carried by unanimous voice vote.

### **STANDING COMMITTEES**

County Executive Summers noted that the Summaries of Action Taken for County Facilities Committee of December 2, 2025, and Highway and Transportation Committee of December 4, 2025, were received and placed on file.

### **AREAS OF RESPONSIBILITY**

County Executive Summers noted that the Summary of Action Taken for Committee of

the Whole Meeting (Justice and Social Services; Finance; *and* Policy, Personnel, and Appointments) of December 9, 2025, was received and placed on file.

Board Member Cowart offered a motion to adopt Resolution No. 2025-344 approving an agreement between the County of Champaign and Street College for Re-Entry Services; Board Member Lokshin seconded.

Board Member Rodriguez offered an amendment to reduce the agreement to six months, renewable for another six months, with a proportional reduction in spending; Board Member Cagle seconded. Board Member Rodriguez stated this was done due to present insecurities where the County currently has a stop-payment order caused by the delayed yearly audit, which precludes all grant applications, and that the County is currently without a Re-Entry Council. Board Members Fortado and Rogers both stated their preference to fully fund Street College. Director Siders was invited to speak; she praised the work of Street College at the Juvenile Detention Center and expressed a need for continuity in re-entry programs. Board Members Carter and Farney expressed support for fully funding Street College and requested that future Street College funding be included in the annual county budget. Board Member Peugh noted the exceptional work of First Followers in addition to Street College. Board Member Rodriguez asked what effect a six-month reduction would have on the program. Street College's Shannon McFarland was invited to speak and stated that it would have an adverse effect on programing and limit long-term re-entry goals. Board Member Cagle asked if the proposed reduction would affect Street College's other funding; Street College's Shannon McFarland stated that as many grants are matching, it would significantly reduce their other funding sources. Board Member Rodriguez withdrew her amendment.

Board Chair Locke offered an amendment to change the Purchasing Policy exemption to "Ill. C. 1. A. Goods and services between \$30,000.01 and \$100,000.00"; Board Member Rogers seconded. The motion to amend the resolution carried by unanimous voice vote.

Board Member Farney noted that Street College will be funded through the Public Safety Sales Tax and, thus, will not impact the County's General Fund. The motion, as amended, carried by unanimous voice vote.

Board Member Hanauer-Friedman offered a motion to adopt Resolution No. 2025-339 requesting the submission of a public question to the electors of Champaign County regarding an increase to sales tax on purchase of goods; Board Member Vanichtheeranont seconded. The motion carried by voice vote.

Board Member Hanauer Friedman offered a motion to adopt Resolution No. 2025-340 requesting the submission of a public question to the electors of Champaign County regarding an increase to the County's property tax rate; Board Member Sullard seconded. The motion carried by voice vote.

Board Member Hanauer-Friedman offered a motion to adopt Resolution No. 2025-341 requesting the submission of a public question to the electors of Champaign County



regarding a reduction of County services; Board Member Sullard seconded.

Board Member Farney offered an amendment to change the question to read “To address Champaign County’s General Fund structural deficit, I support” and the binary answers to read “raise taxes” and “cut personnel and services” and that the question be placed on the ballot above those of Resolutions No. 2025-339 and No. 2025-340; Board Chair Locke seconded.

Board Member Wilson stated his partial support of the amendment but offered an amendment for the question to read “I support a reduction in County services” with yes and no answers; Board Member Crane seconded. Various Board Members began to discuss the procedure of handling the multiple amendments. Board Member Crane asked for confirmation that Board Member Farney’s amendment also would change the ballot question order; Board Member Farney confirmed the change, as it would put the basic question of County finances before more specific question about taxation. Board Member Hanauer-Friedman stated her belief that the question should include language that specifies service cuts and asked if the language would require review by the State’s Attorney; Board Member Farney stated that he had already had his proposed amendment reviewed by Assistant State’s Attorney Andrew Bequette. Board Member Cagle stated that original language is designed to elicit emotions and doing so feels manipulative to voters, whereas the language of both amendments offered is more straightforward. Board Member Arres asked why the Farney amendment doesn’t have a yes or no response; Board Member Farney stated it was intended to reframe the question away from an easy “no taxes” answer while showing a clear distinction of the results of taxes versus services. Board Member Sullard stated that the Farney amendment would provide the Board with more information for planning than a strict yes or no response. Board Member Peugh noted that County highway maintenance does not draw from the County General Fund, and as such, it would not be impacted by a deficit to the General Fund as referenced in the original resolution text. Various Board Members discussed the order in which to address the two amendments proposed and whether the Wilson amendment was an amendment to the resolution or an amendment to the Farney amendment. Various Board Members also discussed the Farney amendment’s proposed ballot order change. Board Member Wilson withdrew his amendment.

The motion to amend the resolution carried by voice vote.

The motion, as amended to place the question first on the ballot and to change the language of the question and answers, carried by unanimous voice vote.

## **NEW BUSINESS**

Board Member Sexton offered an omnibus motion to adopt Resolution No. 2025-342 authorizing payments of claims and Resolution No. 2025-343 purchases not following Purchasing Policy; Board Member Vanichtheeranont seconded. Board Member Wilson

stated his disagreement with approving non-compliant room service purchases. Board Member Arres noted a spelling error in the non-compliant purchases. The motion carried, pending correction, by unanimous voice vote.

Board Member Arres offered a motion to authorize for the Regional Planning Commission (RPC) to continue negotiations for the purchase of real property; Board Member Cagle seconded. Board Member Farney expressed his concerns for the purchases based on the current financial and grant funding uncertainty, especially with the federal government and the County's current position on the stop-payment list; and he expressed further concerns about the fate of the Brookens building and the maintenance costs of a new building. Board Member Fortado expressed concern for the long-term funding of the Capital Asset Replacement Fund for Brookens and a potential new building. RPC CEO Dalitso Sulamoyo and Director of Operations Tami Ogden were invited to join the discussion. RPC Director Ogden stated that RPC would not rely on the County's Physical Plant division for maintenance, noting that RPC has approximately \$120,000 budget for maintenance, any potential building purchase would include a building condition assessment, and that RPC plans to create a capital improvement plan. RPC CEO Sulamoyo spoke about RPC's strong grant funding position, noting that there is broad bipartisan support for RPC programs with congressional budgeting being supportive despite presidential threats, and he noted that RPC has successfully weathered past grant-reduction periods, particularly during the Rauner governorship. Board Member Peugh expressed uncertainty about future grant funding and concern for the responsibility of a new building in addition to the Brookens building. Board Member Wilson stated that grant funding will always be risky but is confident in RPC leadership and supports their search for a new building. Board Member Carter thanked RPC for all the good work they do in the community. Board Member Farney reiterated that RPC is entirely self-sufficient and not dependent on the county for funding. Board Member Hanauer-Friedman expressed concern with financing a new building and the continued costs of Brookens. The motion carried by voice vote.

Director of Administration Michelle Jett reminded the Board that while the Brookens building will go on the market, they should not plan on any sales revenue in budgeting but rather anticipate additional expenditures related to the sale of the property.

## **OTHER BUSINESS**

American Rescue Plan Act (ARPA) Project Manager Kathy Larson provided a brief update on ARPA-funded projects and noted the memorandum in the Agenda Packet. Board Member Wilson asked about underspending of various projects for 2025; Project Manager Larson stated that the unspent funds budgeted for 2025 will carryover to 2026. Board Member Wilson asked about the Rural Broadband program; Project Manager Larson and County Executive Summers both noted that Volo is currently finalizing easement contracts.

Board Member Fortado offered a motion to approve a funding request from the

University of Illinois Extension Office for the SNAP-Ed Program in FY2026; Board Member Hanauer-Friedman seconded. Board Member Fortado spoke about the Supplemental Nutrition Assistance Program Education (SNAP-Ed) program needs, and she stated the funds would come from accrued ARPA interest and noted the program would receive outside matching funds as well. Board Member Peugh noted that the University of Illinois takes a large portion of program funding for overhead and administrative expenses. Board Members Farney and Wilson noted the Board had previously decided that ARPA funds should not be used to fund permanent programs or salaries. Board Members Farney and Sexton noted that the County has pressing needs. Board Member Fortado stated that the SNAP-Ed program is in the spirit of ARPA's intentions and community has acute nutrition needs, and the funding would allow SNAP-Ed time to seek other funding. Board Member Wilson stated that the Board had agreed to spend accrued ARPA interest on County Facilities projects; Board Member Fortado corrected Board Member Wilson that the County Facilities projects would be funded through the surplus from the Jail Renovation Project. Various Board Members discussed the use of accrued ARPA interest, determining that accrued ARPA interest is not bound by the same restrictions of ARPA funds. Various Board Members discussed the role of the Champaign Urbana Public Health District (CUPHD) in SNAP-Ed, concluding that while CUPHD does have a SNAP-Ed program, it is limited and does not serve the entire county. The motion failed by voice vote.

County Executive Summers stated that the Grant Coordinator's update can be found in the Agenda Packet.

### **COMMUNICATIONS**

Board Member Peugh asked why the County is not flying an American flag outside the Bennett Administrative Center.

Board Member Carter questioned Director Jett's dual role as interim Facilities Director and spoke against the Board's financial decisions, calling for the resignation of Board Members Hanauer-Friedman and Farney as Chair and Vice Chair, respectively, of the Finance Committee. County Executive Summers defended the work of Director Jett. Board Members Peugh and Farney stated the discussion of an employee's salary in an open meeting was out of order.

Board Member Wilson spoke about Hanukkah and the mass shooting targeting a Jewish celebration of Hanukkah in Bondi Beach, Australia, four days prior. He denounced antisemitism.

### **ADJOURNMENT**

County Executive Summers adjourned the meeting at 8:44 PM.

A handwritten signature in black ink, reading "Aaron Ammons". The signature is written in a cursive style with a large, stylized 'A' and 'M'.

Aaron Ammons, Champaign County Clerk  
and ex-Officio Clerk of the Champaign County Board  
Champaign County, Illinois



**CHAMPAIGN COUNTY BOARD  
FACILITIES COMMITTEE AGENDA  
County of Champaign, Urbana, Illinois**

Tuesday, January 6, 2026, at 6:30p.m.

Shields-Carter Meeting Room  
Bennett Administrative Center  
102 E. Main St., Urbana, IL 61801

**Agenda**

I. Call to Order and Roll Call

II. Approval of Agenda/Addenda

III. Approval of Minutes –

A. December 2, 2025 – Regular Meeting

B. December 2, 2025 – Closed Session

IV. Public Input

V. Communications

VI. New Business

A. Discussion and Approval of ILEAS AHU RFP

B. Discussion and Approval of recommendation  
of award of contract pursuant to RFP 2025-014  
for Mechanical, Electrical, Plumbing and  
Engineering Services

C. Discussion and Approval of recommendation  
of award of contract(s) pursuant to RFP 2025-015  
for Architectural Services

D. Brookens Update

E. ARPA Spending Update

F. Department Structure Update – Michelle Jett

**Action**

6:33 p.m. with 6 members present

Approved

Approved

Approved

None

Board Chair Locke spoke on Courthouse  
space issues. The Report is back and  
there is a meeting next week.

Motion to Approve the ILEAS AHU RFP  
Passed Unanimously.

Discussion Only

Discussion Only

Information Only

Information Only

Information Only

VII. Other Business

Ms. Fortado asked that rate sheets/more information on all quotes received for the RFP's be included in the County Board packets.

Ms. Fortado asked for an analysis of the PLAs we've had and present either at a Study Session or County Board meeting.

VIII. Presiding Officer's Report

None

A. Future Meeting – **February 3, 2026 @ 6:30 pm**

Information Only

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

None

X. Adjournment

6:57 p.m.

***\*Denotes Inclusion on the Consent Agenda***



**CHAMPAIGN COUNTY BOARD**  
**ENVIRONMENT and LAND USE COMMITTEE ACTION PLAN**

County of Champaign, Urbana, Illinois

Thursday, January 8, 2026 - 6:30 p.m.

Shields-Carter Meeting Room

Bennett Administrative Center, 102 E. Main St., Urbana

**Committee Members:**

Eric Thorsland – Chair

Aaron Esry – Vice-Chair

John Farney

Jennifer Locke

Emily Rodriguez

Jilmala Rogers

Monique Settles

**Agenda**

**Action**

- |  |  |
|--|--|
| <b>I. Call to Order</b>  | 6:30 p.m.  |
| <b>II. Roll Call</b>   | 7 members present  |
| <b>III. Approval of Agenda/Addendum</b>  | Approved   |
| <b>IV. Approval of Minutes</b>   |  |
| A. December 4, 2025 – Regular Meeting  | Approved   |
| <b>V. Public Input</b>   | None   |
| <b>VI. Communications</b>  | Ms. Rodriguez, Ms. Locke   |
| <b>VII. <u>New Business: Items for Information Only</u></b>  |  |
| A. Aaron Steinke email   | Information Only   |
| B. Notice of Proposed Wireless Communication Tower<br>Adjacent to 4014 East Anthony Drive, Urbana.   | Information Only   |
| <b>VIII. <u>New Business: Items to be Approved by ELUC</u></b>   |  |
| A. <b>Annual Hotel/Motel License:</b> Urbana Motel Inc.<br>dba Motel 6 at 1906 North Cunningham Avenue,<br>Urbana for 01/01/26 – 12/31/26.                   | The motion to approve the Hotel/Motel<br>License passed unanimously.   |
| B. <b>Recreation &amp; Entertainment License:</b> Champaign<br>County Fair with Calendar of Events, 1302 North<br>Coler Avenue, Urbana. 01/01/26 – 12/31/26. | Omnibus Motion to approve the<br>Recreation and Entertainment Licenses for<br>the Champaign County Fair and Hudson<br>Farm Wedding & Events passed<br>unanimously. |
| C. <b>Recreation &amp; Entertainment License:</b> Hudson<br>Farm Wedding & Events, LLC, 1341 CR1800E,<br>Urbana, IL 61802. 01/01/26 – 12/31/26.              |  |
| <b>IX. <u>New Business: Items to be recommended to the<br/>County Board</u></b>  |  |
| A. <b>Zoning Case 177-S-25.</b> A request by Somer Township<br>Solar 1 LLC c/o New Leaf Energy via agent Tom Ryan  | <b>*RECOMMEND COUNTY BOARD<br/>APPROVAL of a resolution approving<br/>Zoning Case 177-S-25 for Somer Township<br/>Solar 1 LLC.</b>                                 |

and participating landowner James Heimbürger Trustee to authorize a Community PV Solar Farm with a nameplate capacity of 4.99 megawatts and totaling 27.68 acres lying north of East Ford Harris Road and west of North Lincoln Avenue and east of the Canadian National Rail line with PIN 25-15-20-300-006 and commonly known as farmland owned by James M. Heimbürger Trust, with the following waivers of standard conditions:

Part A: A waiver for locating the PV Solar Farm less than one and one-half miles from an incorporated municipality with a zoning ordinance per Section 6.1.5 B.(2)a.(a).

Part B: A waiver for not entering into a Roadway Upgrade and Maintenance Agreement or waiver therefrom with the relevant local highway authority prior to consideration of the Special Use Permit by the Zoning Board of Appeals, per Section 6.1.5 G.(1).

Part C: A waiver for locating the PV Solar Farm 160 feet from a non-participating lot that is 10 acres or less in area in lieu of the minimum required separation of 240 feet between the solar farm fencing and the property line, per Section 6.1.5 D.(3)a.

- B. Decommissioning and Site Reclamation Plan for Zoning Case 177-S-25.** A request by Somer Township Solar 1 LLC c/o New Leaf Energy via agent Tom Ryan and participating landowner James Heimbürger Trustee to authorize a Decommissioning and Site Reclamation Plan for the Community PV Solar Farm in Zoning Case 177-S-25.

- C. Zoning Case 181-AM-25.** A request by owner Fred Otten and Vaishali Patel of Pranam MAA LLC to change the zoning district designation from the I-1 Light Industry Zoning District to the B-4 General Business Zoning District on a .51-acre parcel in the Southwest Quarter of the Southwest Quarter of Section 10, Township 19 North, Range 9 East of the Third Principal Meridian in Urbana Township, on

***\*RECOMMEND COUNTY BOARD  
APPROVAL of a resolution approving the  
Decommissioning and Site Reclamation  
Plan for Zoning Case 177-S-25 for Somer  
Township Solar 1 LLC.***

Motion to Recommend County Board Approval of a resolution approving Zoning Case 181-AM-25 passed with a vote of 5 Yays and 2 Nays.



CHAMPAIGN COUNTY BOARD  
ENVIRONMENT and LAND USE COMMITTEE (ELUC)  
January 8, 2026 Action Plan

the south side of University Ave. and more  
commonly known as 2205 E. University Ave.,  
Urbana, Illinois.

- |   |               |
|---|---------------|
| <b>X. Other Business</b>  |               |
| A. Monthly Reports - None   | None          |
| <b>XI. Chair's Report</b>   | None          |
| <b>XII. Designation of Items to be Placed on the Consent Agenda</b> | IX. A. and B. |
| <b>XIII. Adjournment</b>  | 6:58 p.m.     |

***\*Denotes Inclusion on the Consent Agenda***

**ORDINANCE NO. 2026-2**  
**ORDINANCE AMENDING ZONING ORDINANCE**  
**FOR A ZONING MAP AMENDMENT ON CERTAIN PROPERTY**

**181-AM-25**

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Zoning Case 181-AM-25;

WHEREAS, the Champaign County Environment and Land Use Committee held a public meeting and made a formal recommendation for approval;

WHEREAS, the Champaign County Board believes it is for the best interests of the County and for the public good and welfare to amend the Champaign County Zoning Ordinance in a manner hereinafter provided;

NOW, THEREFORE, BE IT ORDAINED, by the Champaign County Board, Champaign County, Illinois, as follows:

1. That Resolution No. 971, *The Zoning Ordinance of the County of Champaign, Illinois*, be amended by reclassifying from the I-1 Light Industry District to the B-4 General Business Zoning District on the following described real estate:

A .51-acre parcel in the Southwest Quarter of the Southwest Quarter of Section 10, Township 19 North, Range 9 East of the Third Principal Meridian in Urbana Township, on the south side of University Ave. and more commonly known as 2205 East University Ave., Urbana, Illinois;

2. That the reclassification of the above-described real estate be subject to the following conditions:
  - A. A Zoning Use Permit and applicable fees shall be required any future construction on the property.
3. That the boundary lines of the Zoning Map be changed in accordance with the provisions hereof.

PRESENTED, PASSED, APPROVED AND RECORDED this 22nd day of January, A.D. 2026.

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Jennifer Locke, Chair  
Champaign County Board

ATTEST:

Approved:

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Aaron Ammons, County Clerk and  
Ex-Officio Clerk of the County Board

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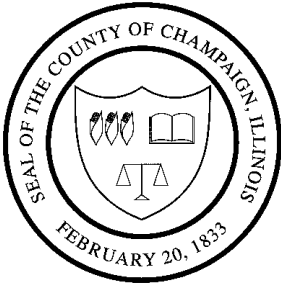
Steve Summers, County Executive

Date:

**Exhibit A: Legal Description**Legal Description 30-21-10-352-002

Beginning at the intersection of the West line of Section 10, Township 19 North, Range 9 East of the Third Principal Meridian with the North Right-of-Way line of the former Peoria Eastern Railway Company and Cleveland, Cincinnati, Chicago and St. Louis Railroad Company now the Consolidated Railroad Corporation; thence South 87 degrees 14 minutes 30 seconds East along said Right-of-Way line, 182.75 feet to the place of beginning; thence Northerly 30.84 feet to an iron pin; thence Westerly 12.30 feet; thence Northerly 106.78 feet along a line making an internal angle of 89 degrees 50 minutes with the last described line to a point on the South Right-of-Way line of U.S. Route 150; thence Southeasterly on said Right-of-Way line along a curve to the left, with a radius of 2811.00 feet for an arc distance of 162.78 said curve having a chord bearing of South 71 degrees 21 minutes 28 seconds East and a chord distance of 162.75 feet; thence South 02 degrees 36 minutes 47 seconds west along an existing fence line, 94.70 feet to the North Right-of-Way line of the Consolidated Railroad Corporation Right-of-Way; thence North 87 degrees 14 minutes 30 seconds West along said Right-of-Way, 145.47 feet to the place of beginning, in Champaign County, Illinois.

Common Address: 2205 East University, Urbana, Illinois



**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE**

### *Finance/ Policy, Personnel, & Appointments/Justice & Social Services Action Plan*

County of Champaign, Urbana, Illinois

Tuesday, January 13, 2026 at 6:30 p.m.

Shields-Carter Meeting Room

## Bennett Administrative Center

102 E. Main Street, Urbana, Illinois

## Agenda Items

## Action

## I. Call to Order

6:30 p.m.

## II. Roll Call

18 members present

### **III. Approval of Agenda/Addenda**

Approved

#### IV. Approval of Minutes

### A. December 9, 2025 – Regular Meeting

Approved

## V. Public Input

Jason Benda, Chris Smith, Benjamin  
Beaupre, James Benson and Marlin  
Livingston

## VI. Communications

Ms. Rogers and Mr. Wilson

## VII. Policy, Personnel, & Appointments

### A. County Executive

## 1. Monthly HR Report – December 2025

Received and placed on file

2. Appointments/Reappointments (*italics indicates incumbent*)

- a. Reappointing *Dennis Butler* to the Pesotum Slough Special Drainage District, unexpired term ending 8/31/2028

***\*RECOMMEND COUNTY BOARD  
APPROVAL of a resolution appointing  
Dennis Butler to the Pesotum Slough  
Special Drainage District***

- b. Appointing Doug Bennett to the Sangamon & Drummer Drainage District, unexpired term ending 8/31/2028

***\*RECOMMEND COUNTY BOARD  
APPROVAL of a resolution appointing  
Doug Bennet to the Sangamon &  
Drummer Drainage District***

c. Appointing Jilmala Rogers as the County Board Liaison on the Martin Luther King Jr Celebration Committee

***\*RECOMMEND COUNTY BOARD  
APPROVAL of a resolution appointing  
Jilmala Rogers as the County Board  
liaison on the Martin Luther King Jr.  
Celebration Committee***

d. Appointing Ed Sexton as the County Board Liaison on the Champaign-Urbana Urbanized Area Transportation Study (CUUATS) Policy Committee

***\*RECOMMEND COUNTY BOARD  
APPROVAL of a resolution appointing Ed  
Sexton as the County Board liaison on the  
Champaign-Urbana Urbanized Area  
Transportation Study (CUUATS) Policy  
Committee***

e. 2026 Annual Listing of Expiring Appointments	Information only
f. Currently vacant appointments – full list and information is available on the County’s website at:	Information only
B. County Clerk	
1. Fee Reports – December 2025 & Semi-Annual Report (July-December 2025)	Received and placed on file
C. County Executive	
1. Resolution Creating a Building and Grounds Safety Committee	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution creating a Building and Grounds Safety Committee</i></b>
2. Amending the Schedule of Authorized Positions in the Coroner’s Office – Autopsy Technician and Pathologist	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution amending the schedule of authorized positions in the Coroner’s Office – Autopsy Technician and Pathologist</i></b>
3. Amending the Schedule of Authorized Positions in the Juvenile Detention Center – PREA Coordinator	<b><i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution amending the schedule of authorized positions in the Juvenile Detention Center – PREA Coordinator</i></b>
4. Amending the Schedule of Authorized Positions in the Administrative Services Department – Grant Coordinator and Grant Reporting Clerk	<b>RECOMMEND COUNTY BOARD APPROVAL of a resolution amending the schedule of authorized positions in the Administrative Services Department – Grant Coordinator &amp; Grant Reporting Clerk</b>
5. Amending the Schedule of Authorized Positions in the Administrative Services Department - Program Director, Therapist, Case Manager and Family Engagement Specialist	Tabled to January County Board
6. Amending the Schedule of Authorized Positions in the Physical Plant and Administrative Services Departments – Maintenance Manager, Custodial and Grounds Manager and Facilities Project Manager Positions	<b>RECOMMEND COUNTY BOARD APPROVAL of a resolution amending the schedule of authorized positions in the Physical Plant and Administrative Services Departments – Maintenance Manager, Custodial and Grounds Manager and Facilities Project Manager</b>
D. <u>Other Business</u>	None
E. <u>Chair’s Report</u>	None

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

VII. A. 2a-d, C. 1-3

VIII. Finance

A. Budget Amendments/Transfers

1. Monthly General Corporate Budget Amendment Report – December 2025

Information only

2. Budget Amendment BUA 2026/1/13  
Fund 2500 County Grant Fund / Dept 075 General County  
Increased Appropriations: \$74,377.88  
Increased Revenue: \$74,377.88  
Reason: Appropriation of the Firearms Safe Storage Strategies Grant funding for FY2026.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2026/1/13***

3. Budget Amendment BUA 2026/1/14  
Fund 2500 County Grant Fund / Dept 031 Circuit Court & 052 Court Services  
Increased Appropriations: \$200,000  
Increased Revenue: \$200,000  
Reason: Appropriation of the Adult Redeploy Illinois Grant funds for FY2026.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2026/1/14***

4. Budget Amendment BUA 2026/1/15  
Fund 2500 County Grant Fund / Dept 036 Public Defender  
Increased Appropriations: \$25,000  
Increased Revenue: \$25,000  
Reason: Appropriation of Expert Witness Support Grant funds.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2026/1/15***

5. Budget Amendment BUA 2026/1/16  
Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center  
Increased Appropriations: \$37,500  
Increased Revenue: \$37,500  
Reason: Appropriation of grant funds from the United Way.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2026/1/16***

6. Budget Amendment BUA 2026/1/19  
Fund 2679 Child Advocacy Center / Dept 179 Child Advocacy Center  
Increased Appropriations: \$3,500  
Increased Revenue: \$3,500  
Reason: Appropriation of grant funds from the Community Foundation of East Central Illinois.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution approving budget amendment BUA 2026/1/19***

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| <p>7. Budget Amendment BUA 2026/1/18<br/> Fund 2634 Public Defender Grant Fund / Dept 036<br/> Public Defender<br/> Increased Appropriations: \$14,471.85<br/> Increased Revenue: \$14,471.85<br/> Reason: Appropriation of remaining funds from the<br/> AOIC Grant.</p> | <p><b><i>*RECOMMEND COUNTY BOARD<br/> APPROVAL of a resolution approving<br/> budget amendment BUA 2026/1/18</i></b></p> |
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| <p>B. Auditor</p> <p>1. Monthly Reports through June 2025 are available on<br/> the Auditor’s webpage</p> | <p>Information only</p> |
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| <p>C. Treasurer</p> <p>1. Monthly Report – November &amp; December 2025 –<br/> Reports are available on the Treasurer’s webpage</p> | <p>Received and placed on file</p> |
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| <p>D. County Executive</p> <p>1. Available Budget Report – December 2025</p> <p>2. FY2024 Audit Update</p> | <p>Information only</p> <p>Information only</p> |
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| <p>E. <u>Other Business</u></p> <p>1. January 27, 2026 – Study Session</p> | <p>Information only</p> |
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| <p>F. <u>Chair’s Report</u></p> | <p>None</p> |
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| <p>G. <u>Designation of Items to be Placed on the Consent<br/> Agenda</u></p> | <p>VIII. A. 2-7</p> |
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**IX. Justice and Social Services**

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| <p>A. Monthly Reports – All reports are available on each<br/> department’s webpage through the department reports<br/> page</p> <ul style="list-style-type: none"> <li>• Probation &amp; Court Services – November 2025</li> <li>• Public Defender – December 2025</li> <li>• Emergency Management Agency – December 2025</li> </ul> | <p>Received and placed on file</p> |
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| <p>B. Sheriff</p> <p>1. Safety Assessment Management and Mitigation<br/> Team Intergovernmental Agreement</p> | <p><b>RECOMMEND COUNTY BOARD<br/> APPROVAL of a resolution authorizing a<br/> Safety Assessment Management and<br/> Mitigation Team Intergovernmental<br/> Agreement</b></p> |
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| <p>C. <u>Other Business</u></p> | <p>None</p> |
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| <p>D. <u>Chair’s Report</u></p> | <p>None</p> |
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| <p>E. <u>Designation of Items to be Placed on the Consent<br/> Agenda</u></p> | <p>None</p> |
|---|-------------|



**X. Other Business**

A. Approval of Closed Session Minutes

1. December 9, 2025

Approved

**XI. Adjournment**

8:21 p.m.

RESOLUTION NO. 2026-15

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS IN THE  
ADMINISTRATIVE SERVICES DEPARTMENT – GRANT COORDINATOR AND  
GRANT REPORTING CLERK

WHEREAS, the County Board has approved the Champaign County Salary Administration Guidelines, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Salary Administration Guidelines, the Champaign County Executive has requested the re-evaluation of the Grant Coordinator job description and the creation of the Grant Reporting Clerk position; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the updated Grant Coordinator job description; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole also recommends to the County Board approval of the creation of the Grant Reporting Clerk position in the Administrative Services Department, to be assigned to grade range F;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves amending the schedule of authorized positions in the Administrative Services Department by updating the Grant Coordinator job description and creating the Grant Reporting Clerk position, to be assigned to grade range F.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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



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

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

**Steve Summers, County Executive**

### **MEMO**

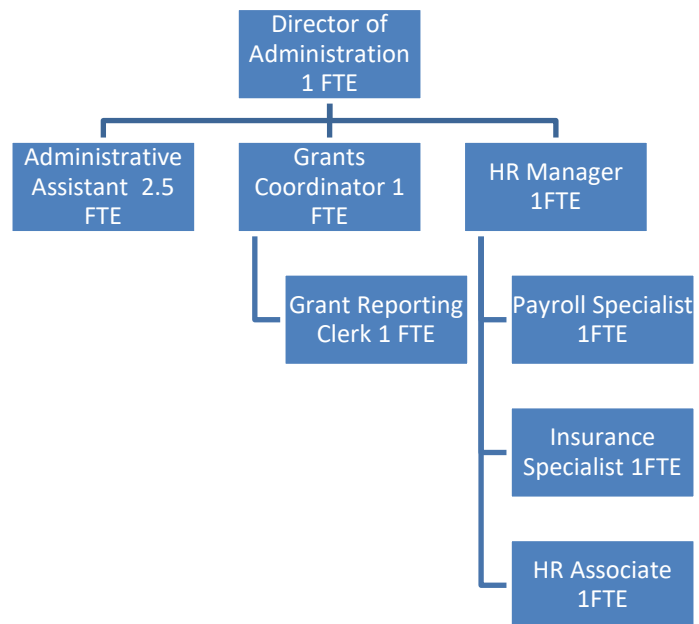
To: Beth Vanichtheeranont, Policy, Personnel, and Appointments Committee Chair  
From: Michelle Jett, Director of Administration  
Date: January 9, 2026  
Re: Grant Coordinator and Grant Reporting Clerk

To address the increasing grant responsibilities, we are requesting a new position of Grant Reporting Clerk. The Grant Reporting Clerk supports the County's grant management and compliance functions by assisting in monitoring and reporting of awarded grants. This position works under the direction of the Grant Coordinator and is responsible for ensuring timely, accurate, and compliant grant reporting across County departments. The Grant Reporting Clerk serves as a primary point of contact for post-award grant reporting and documentation with internal departments and external funding agencies.

This position would only be utilized if it can be grant funded and neither of these requests require additional personnel appropriations. This role would be funded through allowable administrative costs built into grant awards, including current and future ICJIA-funded programs as well as additional state and federal opportunities.

Attached is also an updated job description for the Grant Coordinator to reflect that is will now have supervisory responsibilities. This does not change the grade the position falls in. The Grant Coordinator position is 25% funded by the IDPH Firearms Safe Storage Strategies grant, 25% funded by the ICJIA Adult Redeploy Illinois grant, and based on current plans to acquire Champaign County Redeploy Illinois, will be 50% funded by Juvenile Redeploy Illinois.

## ORG CHART W/GRANT REPORTING CLERK ADDED



## **Champaign County Job Description**

**Job Title:** Grant Coordinator

**Department:** Administrative Services, County Executive's Office

**Reports to:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** G

**Prepared Date:** December 2025

**SUMMARY:** The Grant Coordinator shall coordinate and oversee grant applications and their management processes including identification of potential new funding sources, development of funding resources for existing and proposed programs and/or services, writing grants, collaborating on grant applications with various community organizations and government agencies, and providing supervisory, strategic, and compliance oversight for all County grant activity.

**SUPERVISORY RESPONSIBILITIES** - This is a supervisory position

**PRIMARY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Collects, assesses, and provides information related to external funding sources for all County departments.
- Leads the application process for grants through the County Executive's Office.
- Provides guidance on what grants to pursue after analyzing cost, overhead, sustainability, and programmatic impact.
- Responsible for application and overall oversight of management and reporting for all County grants initiated by the County Executive or the County Board.
- Supervises and provides direction to grant support staff responsible for post-award grant management, reporting, and compliance.
- Establishes grant management standards, templates, workflows, and internal controls to ensure compliance with federal, state, and private funding requirements.
- Reviews and approves grants reports, amendments, and closeout materials prior to submission.
- Oversees grant tracking systems, reporting schedules, and compliance processes to ensure accuracy and timeliness.
- Provides administrative support on all ARPA funded projects.
- Provide regular updates to the County Executive and County Board regarding the status of grants and other external funding opportunities.
- Assist with social media content and management.
- Other duties as assigned.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- Excellent verbal and written communication skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.

- Strong analytical and problem-solving skills.
- Ability to prioritize tasks and to delegate them when appropriate.
- Ability to supervise staff, delegate responsibilities, and review work for accuracy and compliance.
- Ability to interpret and apply complex grant agreements, regulations, and compliance requirements.
- Ability to act with integrity, professionalism, and confidentiality.
- Proficient with Microsoft Office Suite or related software.

**EDUCATION and/or EXPERIENCE**

Bachelor's degree with a major in a field that supports grant writing skills from an accredited four-year college or university or equivalent experience that would provide the above-noted knowledge, skills, and abilities.

**PHYSICAL DEMANDS**

This position requires lifting no more than 20 pounds at a time with frequent lifting or carrying of objects weighing up to 10 pounds, a significant portion of the workday is sitting or standing, with sporadic walking, the sitting would require pushing and pulling of arm or leg controls.

**WORK ENVIRONMENT**

The work is performed primarily in an office environment and involves exposure to normal, everyday risks that require normal safety precautions typical of offices.

## **Champaign County Job Description**

**Job Title:** Grant Reporting Clerk

**Department:** Administrative Services, County Executive's Office

**Reports to:** Grant Coordinator

**FLSA Status:** Not Exempt

**Grade Range:** F

**Prepared Date:** December 2025

**SUMMARY:** The Grant Reporting Clerk supports the County's grant management and compliance functions by assisting in monitoring and reporting of awarded grants. This position works under the direction of the Grant Coordinator and is responsible for ensuring timely, accurate, and compliant grant reporting across County departments. The Grant Reporting Clerk serves as a primary point of contact for post-award grant reporting and documentation with internal departments and external funding agencies.

**PRIMARY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Manages post-award administration for assigned County grants, including tracking deliverables, expenditures, ordering, timelines, and compliance requirements.
- Prepares, submits, and coordinates all required programmatic and financial reports for assigned grants.
- Maintains organized grant files, documentation, and records to support audits, monitoring visits, and internal reviews.
- Coordinates with County departments to collect data, invoices, goals and performance metrics, and supporting documentation required for grant reporting.
- Monitors grant budgets in coordination with the Grant Coordinator and Finance Department to ensure allowable and timely use of funds.
- Tracks grant deadlines and proactively communicates reporting and compliance requirements to relevant staff.
- Assists with compiling information for updates to the County Executive, County Board, Director of Administration, and internal stakeholders.
- Provides administrative and logistical support related to grants, including scheduling meetings, maintaining tracking tools, and supporting internal processes.
- Assists with limited communications or public-facing updates related to grant-funded projects, as directed.
- Other duties as assigned.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- Strong written and verbal communication skills.
- Strong organizational skills and attention to detail.
- Ability to manage multiple grants and deadlines simultaneously.

- Working knowledge of grant compliance, reporting requirements, and documentation standards.
- Ability to interpret grant agreements, budgets, and funding guidelines.
- Ability to follow established processes while identifying potential issues or risks.
- Ability to work collaboratively with multiple departments and external partners.
- Ability to act with integrity, professionalism, and confidentiality.
- Proficiency with Microsoft Office Suite or related software; comfort working with spreadsheets and tracking systems.

#### **EDUCATION and/or EXPERIENCE**

Associate's degree from an accredited college, preferably in public administration, nonprofit management, finance, communications, or a related field; or equivalent experience that would provide the required knowledge, skills, and abilities. Experience with grant administration, compliance, or reporting is preferred.

#### **PHYSICAL DEMANDS**

This position requires lifting no more than 20 pounds at a time with frequent lifting or carrying of objects weighing up to 10 pounds, a significant portion of the workday is sitting or standing, with sporadic walking, the sitting would require pushing and pulling of arm or leg controls.

#### **WORK ENVIRONMENT**

The work is performed primarily in an office environment and involves exposure to normal, everyday risks that require normal safety precautions typical of offices.



RESOLUTION NO. 2026-16

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS IN THE  
PHYSICAL PLANT AND ADMINISTRATIVE SERVICES DEPARTMENTS –  
MAINTENANCE MANAGER, CUSTODIAL AND GROUNDS MANAGER AND  
FACILITIES PROJECT MANAGER

WHEREAS, the County Board has approved the Champaign County Salary Administration Guidelines, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Salary Administration Guidelines, the Champaign County Executive has requested the creation of the Maintenance Manager, Custodial and Grounds Manager and Facilities Project Manager positions; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of the Maintenance Manager position, to be assigned to grade range J, in the Physical Plant Department and report to the Director of Administration in the Administrative Services Department; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of the Custodial and Grounds Manager position, to be assigned to grade range I, in the Physical Plant Department and report to the Director of Administration in the Administrative Services Department; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of the Facilities Project Manager position, to be assigned to grade range J, in the Physical Plant Department and report to the Director of Administration in the Administrative Services Department; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole also recommends to the County Board elimination of the Facilities Director and the Building and Grounds Manager positions in the Physical Plant Department;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves amending the schedule of authorized positions in the Physical Plant and Administrative Services Departments by creating a Maintenance Manger position, to be assigned to grade range J, creating a Custodial and Grounds Manager position, to be assigned to grade range I, and creating a Facilities Project Manager, to be assigned to grade range J, in the Physical Plant Department that report to the Director of Administration in the Administrative Services Department.

BE IT FURTHER RESOLVED, that the Champaign County Board approves the elimination of the Facilities Director and Building and Grounds Manager positions in the Physical Plant Department.

**PRESENTED, ADOPTED, APPROVED, AND RECORDED** this 22<sup>nd</sup> day of January,  
A.D. 2026.

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

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

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



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

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

**Steve Summers, County Executive**

# **MEMO**

To: Beth Vanichtheeranont, Policy, Personnel, and Appointments Committee Chair  
From: Steve Summers, Champaign County Executive  
Date: January 9, 2026  
Re: Department Structure

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The Facilities Director position has been vacant for 6 months, and we have taken this opportunity to evaluate the department structure. It has been determined that the following changes will improve functionality, be cost efficient, and set the County up for better property and grounds management and maintenance. The following requests do not require any additional personnel appropriations.

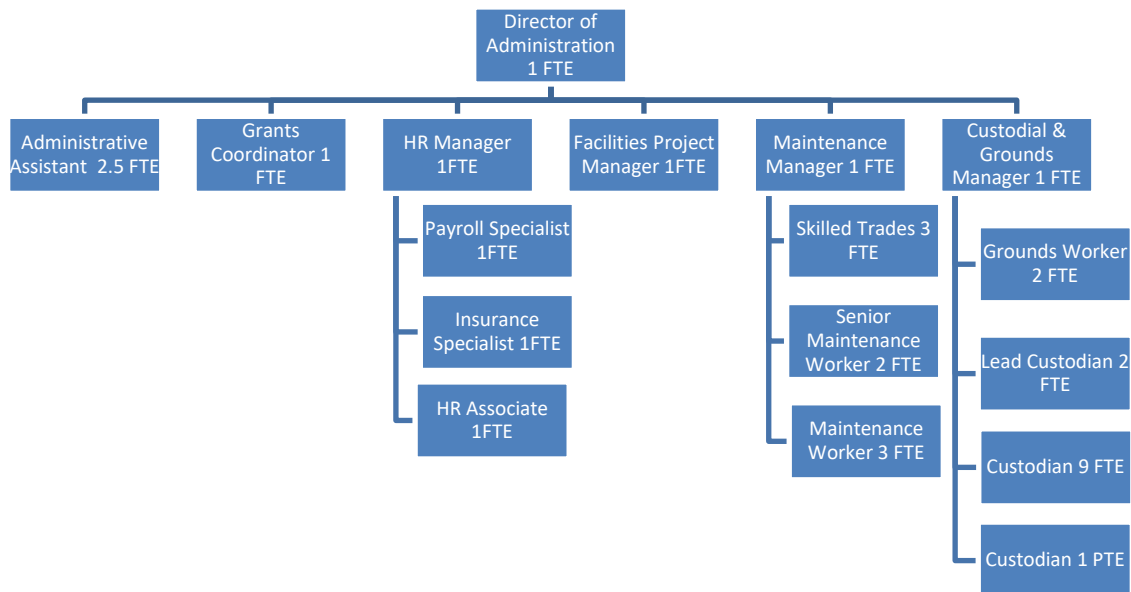
- Elimination of the Facilities Director and Building and Grounds Manager positions.
- Creation of 3 positions:
  - o Maintenance Manager
    - Responsible for supervising all 8 Maintenance employees and ensures buildings are promptly and properly maintained. Full job description attached.
    - Non-bargaining, Grade J, Salary Range of \$30.85-\$46.25/hour
    - Currently the Building and Grounds Manager is responsible for managing the maintenance, grounds, and custodial staff. This division would allow for more focused attention on specific areas.
  - o Custodial and Grounds Manager
    - Responsible for supervising all 14 Custodial & Grounds employees, ensures buildings are kept clean and sanitary and grounds are kept maintained and professional. Full job description attached.
    - Non-bargaining, Grade I, Salary Range \$26.98-\$40.47/hour
    - Currently the Building and Grounds Manager is responsible for managing the maintenance, grounds, and custodial staff. This division would allow for more focused attention on specific areas.
  - o Facilities Project Manager
    - Responsible for managing construction projects from concept to completion, identifying and monitoring preventative maintenance, and inventory of all Physical Plant assets. Full job description attached.
    - Non-bargaining, Grade J, Salary Range of \$30.85-\$46.25/hour
    - Currently the County uses architectural and engineering firms to manage most of the construction projects. While there will always be some projects so complex they need an outside firm for management, this position should be able to reduce the amount of projects that use an

outside firm for management. Totals spent by the County for the following firms:

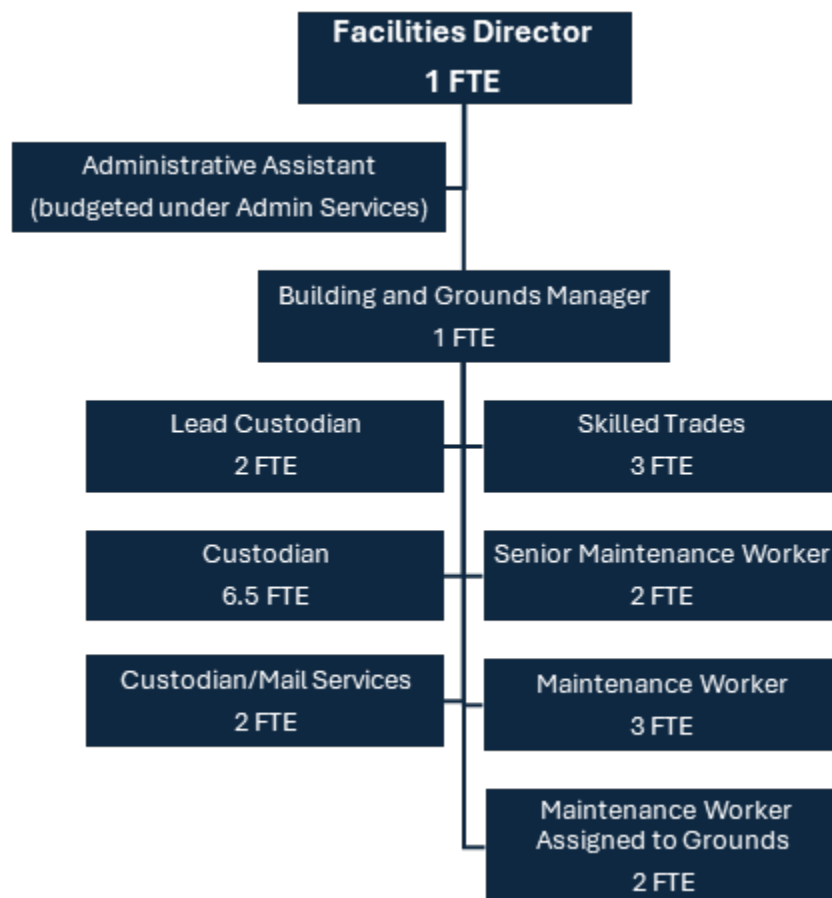
- Bailey Edwards - architectural
    - 2025 \$71,325.00
    - 2024 \$216,092.75
    - 2023 \$443,936.00
    - 2022 \$1,905,141.99 \*Bennett renovation project
  - Reifsteck Reed – architectural
    - 2025 \$215,189.93
    - 2024 \$188,926.84
    - 2023 \$326,336.05
    - 2022 \$1,328,519.79 \*Jail consolidation project
  - GHR - engineering
    - 2025 \$37,359.52
    - 2024 \$31,912.46
    - 2023 \$37,264.09
    - 2022 \$42,164.00
- Shift overall supervision of the Facilities Department under the Director of Administration position. See proposed org chart below.

I am requesting the approval of the new job descriptions for Maintenance Manager, Custodial and Grounds Manager, and Facilities Project Manager, and approval of the below listed proposed organizational chart. The new positions have been graded by the Job Content Evaluation Committee and are in the appropriate grade for their responsibility and supervisory requirements. I am not requesting any additional personnel funds for this change and none of these changes are to union positions.

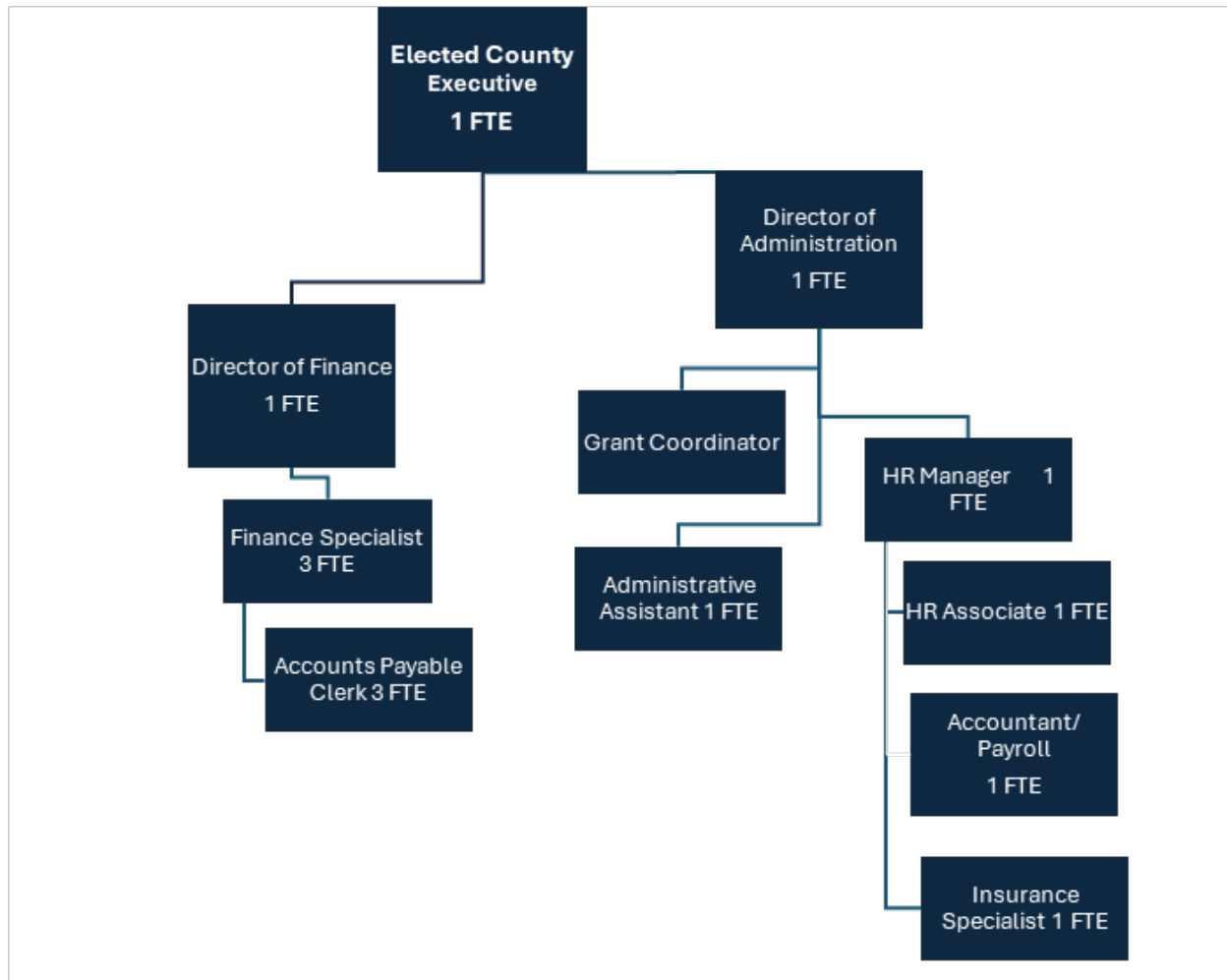
## PROPOSED ORG CHART



## CURRENT FACILITIES DEPARTMENT ORG CHART



## CURRENT ADMINISTRATIVE SERVICES DEPARTMENT ORG CHART



## **Champaign County Job Description**

**Job Title:** Maintenance Manager

**Department:** Physical Plant

**Reports To:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** J

**Employment Status:** Non-Bargaining

**Prepared Date:** December 2025

**SUMMARY** Supervises all Maintenance employees and ensures buildings are promptly and properly maintained.

**SUPERVISORY RESPONSIBILITIES** - This is a supervisory position

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Plans, organizes and supervises the activities of maintenance staff in proper repair and maintenance of mechanical equipment and systems of county buildings;
- Interviews, selects, and evaluates maintenance worker staff; provides direction and assignments; provides staff training, as needed;
- Prepares, presents, and monitors the maintenance portions of the physical plant budgets; administers and monitors the annual maintenance budgets;
- Obtains cost estimates for supplies; obtains supplies and repair parts from distributors; maintains inventory of supplies; orders new equipment;
- Assists all maintenance workers with daily tasks, as needed;
- Performs outside custodial duties, such as snow removal as needed;
- Responds to emergency requests, on a 24-hour basis, as needed;
- Ensures daily, weekly and monthly reports on building and equipment maintenance procedures are completed by maintenance staff.
- Performs related work as required.

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

**EDUCATION and/or EXPERIENCE** associate's degree in construction technology or related field and responsible facilities maintenance experience (5-7 years) involving the maintenance and repair of buildings and grounds, as well as experience in supervising a staff of maintenance personnel; or any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities.

**LANGUAGE SKILLS** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to other employees of the organization.

**MATHEMATICAL SKILLS** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret technical drawings, schematics or blueprints.

**REASONING ABILITY** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS**

- Skilled or licensed in at least one of the following trades: plumbing, electrical or master level carpentry.
- Illinois Driver's License; safe driving record; and proof of insurability;
- Security Clearance issued by the Champaign County Sheriff.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; and talk; or hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; and vibration. The noise level in the work environment is usually moderate and occasionally loud.

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



## **Champaign County Job Description**

**Job Title:** Custodial & Grounds Manager

**Department:** Physical Plant

**Reports To:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** I

**Employment Status:** Non-Bargaining

**Prepared Date:** December 2025

**SUMMARY** Supervises all Custodial & Grounds employees, ensures buildings are kept clean and sanitary and grounds are kept maintained and professional.

**SUPERVISORY RESPONSIBILITIES** - This is a supervisory position

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Responsible for the care of the grounds for all county-owned facilities;
- Responsible for the cleanliness of all county-owned facilities;
- Plans, organizes and supervises the activities of Custodial & Grounds staff;
- Interviews, selects, and evaluates Custodial & Grounds staff; provides direction and assignments; provides staff training, as needed;
- Prepares, presents, and monitors the Custodial & Grounds portions of the physical plant budgets; administers and monitors the annual Custodial & Grounds budgets;
- Obtains cost estimates for supplies; obtains supplies and repair parts from distributors; maintains inventory of supplies; orders new equipment;
- Assists all Custodial & Grounds staff with daily tasks, as needed;
- Manages the daily operation of the county mail;
- Manages the oversight of county parking lot operations;
- Monitors for, assigns, and ensures timely and safe completion of snow removal, may do snow removal themselves as needed;
- Ensures daily, weekly and monthly reports are completed by Custodial & Grounds staff.
- Performs related work as required.

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

**EDUCATION and/or EXPERIENCE** associate's degree; plus 5-7 years of relevant experience, as well as experience in supervising a staff of grounds and building maintenance personnel; or any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities.

**LANGUAGE SKILLS** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively

present information in one-on-one and small group situations to other employees of the organization.

**MATHEMATICAL SKILLS** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret technical drawings, schematics or blueprints.

**REASONING ABILITY** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

#### **CERTIFICATES, LICENSES, REGISTRATIONS**

- Illinois Driver's License; safe driving record; and proof of insurability;
- Security Clearance issued by the Champaign County Sheriff.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; and talk; or hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; and vibration. The noise level in the work environment is usually moderate and occasionally loud.

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

## **Champaign County Job Description**

**Job Title:** Facilities Project Manager

**Department:** Physical Plant

**Reports to:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** J

**Prepared Date:** December 2025

**SUMMARY** Responsible for managing construction projects from concept to completion, identifying and monitoring preventative maintenance, and inventory of all Physical Plant assets.

**SUPERVISORY RESPONSIBILITIES** This job does not exercise supervisory responsibilities.

**PRIMARY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Plans, organizes, and coordinates county construction and remodeling projects;
- Coordinates the utilization of contract services providers in maintaining, repairing, and operating county buildings and facilities; prepares and oversees the development of bid specifications for county maintenance materials, and equipment;
- Coordinates the implementation of energy conservation initiatives and projects to reduce utility costs of county owned buildings; and recommends infrastructure upgrades, and space condition utilization to contribute toward sustainable facilities;
- Develops and maintains schedule for preventative maintenance procedures and completes maintenance records for all equipment;
- In coordination with the Maintenance Manager and the Building & Grounds Manager, recommends replacement of equipment whenever necessary and evaluates new equipment for its durability and values;
- Obtains cost estimates for supplies, parts and equipment repair; orders supply and maintains inventory of parts;
- Maintains records of completed maintenance and repair work;
- Maintains, audits, and updates Physical Plant asset list;
- Attends meetings with various departmental personnel, as requested by the Director of Administration, to plan and prioritize facilities projects;
- Assists with the preparation of the annual department budget and monitors spending throughout the year, informing Director of Administration of any budgetary issues;
- Performs related work as required.

### **KNOWLEDGE, SKILLS and ABILITIES**

- Experience with public-sector construction projects preferred.
- Demonstrated knowledge of construction methods, materials, building codes, and safety regulations.
- Proven ability to develop, monitor, and manage project budgets and schedules.

- Strong contract administration skills, including experience with bidding, procurement, and managing contractors.
- Excellent written and verbal communication skills, with the ability to present information clearly to staff, contractors, board members, and the public

### **EDUCATION and/or EXPERIENCE**

- Bachelor's degree in Construction Management, Civil Engineering, Architecture, Project Management, or related field; or six (6) years of progressively responsible experience in construction project management in lieu of a degree.
- Minimum of three (3) years of progressively responsible experience in construction project management, preferably including public works, parks, or municipal projects.
- Professional certifications such as PMP (Project Management Professional), CCM (Certified Construction Manager), or equivalent preferred.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

- Illinois Driver's License; safe driving record; and proof of insurability;
- Security Clearance issued by the Champaign County Sheriff.

### **PHYSICAL DEMANDS**

Work requires sufficient physical strength, agility, endurance, dexterity and hand-eye-foot coordination to perform all essential duties. Work requires sitting for long periods of time, standing and walking, and kneeling, crawling, bending, climbing stairs and ladders. May be called after regular working hours to respond to emergency maintenance and repair needs.

### **WORK ENVIRONMENT**

The work is performed primarily in an office; and at various locations throughout the county. Work may expose employee to potential chemical hazards; potential biological hazards; and potential physical hazards. Work requires the use of safety clothing and equipment, and compliance with safety rules and procedures, as needed.

RESOLUTION NO. 2026-17

RESOLUTION AUTHORIZING A SAFETY ASSESSMENT MANAGEMENT AND  
MITIGATION TEAM INTERGOVERNMENTAL AGREEMENT

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

WHEREAS, the City of Champaign has created a Safety Assessment Management and Mitigation Team (SAMM Team) Framework and accompanying policy; and

WHEREAS, the Champaign County Sheriff's Office wishes to participate in sharing law enforcement resources, including sworn personnel, non-sworn personnel, and agency tools, to assist with the implementation and activity of the SAMM Team; and

WHEREAS, an Intergovernmental Agreement between the County of Champaign on behalf of the Champaign County Sheriff's Office and the City of Champaign, City of Urbana and Parkland College has been prepared and outlines the responsibilities of each party;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Executive and the Sheriff to enter into an intergovernmental agreement with Illinois Department of Children and Family Services.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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



# SHERIFF DUSTIN D. HEUERMAN CHAMPAIGN COUNTY SHERIFF'S OFFICE

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Bennett Administrative Center – Fourth Floor  
102 E. Main Street  
Urbana, Illinois 61801  
(217) 384-1204

## **Dustin D. Heuerman**

*Sheriff*

ph (217) 384-1205  
fax (217) 384-1219

## **Chief Deputy**

**Shannon Barrett**

ph (217) 384-1222  
fax (217) 384-1219

## **Captain**

**Law Enforcement**

**David Sherrick**

ph (217) 384-1216  
fax (217) 384-1219

## **Captain/Jail Supt.**

**Corrections**

**Karee Voges**

ph (217) 819-3534  
fax (217) 384-1272

## **Jail Information**

ph (217) 384-1243  
fax (217) 384-1272

## **Investigations**

ph (217) 384-1213  
fax (217) 384-1219

## **Civil Process**

ph (217) 384-1204  
fax (217) 384-1219

## **Records/Warrants**

ph (217) 384-1204  
fax (217) 384-1219

**TO: Jilmala Rogers, Justice and Social Services Chair  
Ed Sexton, Justice and Social Services Vice Chair**

**FR: Sheriff Dustin D. Heuerman**

**DA: December 10, 2025**

**RE: IGA for Multijurisdictional Safety Assessment Management and Mitigation Team**

Please find attached an Intergovernmental Agreement (IGA) for a new multijurisdictional team being created in Champaign County – the Safety Assessment Management and Mitigation Team (SAMM). I am respectfully requesting the County Board review and approve this IGA.

This team combines the resources of the Sheriff's Office, City of Champaign, City of Urbana, and Parkland College to collaboratively identify, assess, and manage potential threats of targeted violence using established behavioral threat assessment and management practices. The SAMM Team will work to interrupt the pathway to violence using evidence-based and behavior-focused strategies, while ensuring interagency coordination and public safety in our community.

My office's participation in SAMM will be part of my employees' regular responsibilities and is not expected to create the need for additional resources from the County.

Please let me know if you have questions.

## **SAFETY ASSESSMENT MANAGEMENT AND MITIGATION TEAM INTERGOVERNMENTAL AGREEMENT**

This Intergovernmental Agreement (“Agreement”) is made and entered into on the date last executed by and between the City of Champaign (“Champaign”), the City of Urbana (“Urbana”), Champaign County (“County”), and Parkland Community College District No. 505 (Parkland) hereinafter individually referred to as a “Party” and collectively referred to as the “Parties.”

WHEREAS, each of the Parties is a body politic organized, operating, and maintaining offices within Champaign County, Illinois.

WHEREAS, Section 10 of Article VII of the Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, provide for and enable the Parties to enter into cooperative agreements among themselves.

WHEREAS, Champaign has created a Safety Assessment Management and Mitigation Team (“SAMM Team”) Framework and accompanying policy.

WHEREAS, the Parties wish to participate in sharing law enforcement resources, including sworn personnel, non-sworn personnel, and agency tools, to assist with the implementation and activity of the SAMM Team.

WHEREAS, the Parties seek to enter into this Agreement to set forth the conditions and responsibilities of the cooperation between agencies for the operation of the SAMM Team.

WHEREAS, the Parties wish as a Team to enter into Memorandums of Understanding and Private Partnership Agreements with other community partners to assist with the work of the team.

NOW, THEREFORE, the Parties agree as follows:

### **Section 1. Purpose of Agreement.**

(a) This Agreement is entered into for the purpose of creating and maintaining a multidisciplinary Safety Assessment Management and Mitigation (SAMM) Team. This agreement is intended to govern the operations, responsibilities, and oversight of the SAMM Team.

(b) The SAMM Team is established to collaboratively identify, assess, and manage potential threats of targeted violence using behavioral threat assessment and management (BTAM) practices. The SAMM Team will work to interrupt the pathway to violence using evidence-based and behavior-focused strategies, while ensuring interagency coordination and public safety.

### **Section 2. Definitions.**

(a) Behavioral Threat Assessment Initial Documentation (Triage Document): The initial assessment document is completed upon receipt of a threat. This document is reviewed by at least three members of the SAMM Team at the triage stage to determine if a full threat assessment will be conducted.

(b) Behavioral Threat Assessment and Management (BTAM): The set of investigative and operational techniques used by law enforcement professionals to identify, assess, and manage the risks of targeted violence and its potential perpetrators.

(c) Behavioral Threat Assessment Process: A multi-step process designed to prevent and mitigate targeted violence, used to guide law enforcement and practitioners through a case in an organized manner.

(d) Final Assessment: The assessment tool encompassing specific areas of concern noted, evaluated, and assessed by the SAMM Team to provide a complete assessment of the person of concern. Team members should discuss the behavioral evidence gathered, resolve any disagreements that may arise, and evaluate the items based on the agreement of the team members. Teams should consider all the behavioral evidence available, as well as any additional behavioral evidence that would be needed to assess the item.

(e) Intelligence Analyst: A team member tasked with researching and analyzing potential criminal activity, the person(s) of concern, and incident data.

(f) Lead Agency: The party or jurisdiction designated by this Agreement as the party having oversight and coordination responsibilities for operations on an ongoing basis in accordance with the policies of the SAMM Team.

(g) Management Plan: The plan developed by the SAMM Team, in coordination with partner agencies, is designed to provide stakeholders with a set of suggestions to manage the person of concern and, more importantly, the behaviors exhibited by the person of concern.

(h) Mitigation: Contacting a person of concern or persons connected to the person of concern, including, but not limited to, family, friends, coworkers, and neighbors, to intervene or interrupt the movement along the pathway to targeted violence.

(i) Pathway to Violence: The pathway to violence is an observable and recognizable pattern of behavior that may indicate or warn of increasing potential for targeted violence. Each person of concern's pathway to violence will be different depending on timing, behaviors, and sequence. The pathway to violence includes the person of concern's grievance, violent ideation, research and planning, preparation, breach, and attack (the act of targeted violence). The objective of the SAMM process is to interrupt the pathway to violence.

(j) Person of Concern: An individual who has made a concerning communication and has been identified through triage as "on the pathway to targeted violence". The person of concern is the subject of the SAMM triage, assessment, final assessment, and management plan.

(k) Program Manager: A Lead Agency employee responsible for the SAMM Team's operating and management decisions.

(l) Practitioners: Non-sworn threat assessment team members from a medical or mental health discipline who have completed end-user training in Threat Behavior and Reporting. Practitioners shall be licensed to practice in one or more of the following fields: Social Work (LCSW), Psychology (PSY, PsyD), and Psychiatry (MD, Ph.D., CADC).



(m)Purchase: The obtaining of equipment, resources, and materials for use by the SAMM Team.

(n) SAMM Team: A multi-disciplinary partnership of individuals who represent a broad range of skills, perspectives, and attitudes to assess and manage threats within the SAMM process. The SAMM Team will include, but is not limited to, sworn officers, legal counsel, intelligence analysts, mental health professionals, and practitioners.

(o) Sources of Information: Behavioral evidence used in the threat assessment shall be collected from multiple sources across contexts (e.g., home, school, work, social media, etc.) to increase the accuracy of the findings. When possible, the team should document inconsistent findings and weigh the data gathered when scoring items.

(p) Structured Professional Judgement Tool: An analytical method used to understand and mitigate the risk for interpersonal violence posed by individual people that is discretionary in essence but relies on evidence-based guidelines to systematize the exercise of discretion.

(q) Sworn SAMM Team Members: Sworn law enforcement officers trained to complete criminal investigations, BTAM assessments, and/or threat assessments into persons of concern involving threats received by the SAMM Team.

(r) Targeted Violence: A case where an identifiable person intentionally carries out an act of violence against a preselected target. The violence is often based on situational and environmental factors, psychological predispositions, prior experiences and interactions, and stressors and precipitating events.

(s) Threat: Any communication knowingly delivered or conveyed, either directly or indirectly, and by any means, containing a threat that would place an employee or person(s) in reasonable apprehension of immediate or future bodily harm, restraint, confinement, or damage to one's property.

**Section 3. SAMM Team Created.** The parties hereby authorize and direct the Lead Agency to operate pursuant to this Agreement, and the Lead Agency hereby agrees to organize pursuant to this Agreement a SAMM Team, a multi-disciplinary partnership of individuals who represent a broad range of skills, perspectives, and attitudes to assess and manage threats within the SAMM process. The SAMM Team will include but is not limited to sworn officers, legal counsel, intelligence analysts, mental health professionals, and practitioners. Services from the SAMM Team and access to personnel, resources and equipment shall be in accordance with this Agreement. The SAMM Team shall be subject to the Lead Agency's policies and procedures, except as otherwise specified in this Agreement.

**Section 4. SAMM Team Services.** The SAMM Team will provide multidisciplinary services aimed at the early identification, assessment, and management of potential threats of targeted violence. These services are designed to ensure a consistent, coordinated, and lawful approach to threat assessment and mitigation across all participating jurisdictions.

- a) Receive, triage, and assess threats or communications of concern.
- b) Collaborate with participating agencies and external partners to gather and evaluate behavioral information.
- c) Conduct Behavioral Threat Assessments (BTAs) using structured professional judgment tools.
- d) Identify indicators of risk, including grievances, ideation, planning, preparation, and access to weapons.
- e) Develop and implement management and mitigation plans to interrupt the pathway to violence.
- f) Share information appropriately with law enforcement, legal, and mental health partners consistent with law and policy.
- g) Provide non-clinical recommendations and strategies for intervention and threat management.
- h) Conduct post-assessment briefings with requesting agencies while protecting sensitive information.
- i) Participate in regular case reviews, data collection, and documentation within the Public Safety Records Management System (PSRMS).
- j) Promote community safety through proactive, evidence-based threat management practices.

**Section 5. Policy and Procedures.** All SAMM Team members will follow the procedures established in Champaign Police Department Policy 1.12, as well as all the agreements made herein. Nothing in this MOU shall supersede any collective bargaining agreement, personnel policies, or intergovernmental agreements in effect for any participating agency.

**Section 6. Lead Agency Designated.** The Lead Agency shall initially be the City of Champaign, Illinois, subject to any subsequent change as agreed to by all Parties.

**Section 7. Lead Agency Duties.** The Lead Agency shall provide oversight and coordination for the general operation of the SAMM Team and its affairs in accordance with this Agreement. These duties include, but are not limited to:

- (a) Employing and appointing a Program Manager who will oversee the day-to-day operations, training coordination, and general supervision of the SAMM Team cases;
- (b) Keep the records regarding all SAMM Team investigations and cases pursuant to Lead Agency policies;

(c) Execute all intergovernmental agreements, private partnership agreements, and memorandums of understanding on behalf of the SAMM Team.

(d) Have the authority to unilaterally execute amendments to this agreement to add Parties, solely for the purpose of adding additional governmental entities that wish to provide team members from a municipal law enforcement agency.

#### **Section 8. Team Structure and Oversight.**

(a) Each agency shall designate personnel to serve as SAMM Team members.

(b) Each agency retains responsibility for the direct supervision and discipline of its personnel assigned to the SAMM Team.

(c) A Program Manager, employed and appointed by the Lead Agency, will oversee the day-to-day operations, training coordination, and quality assurance of the SAMM Team.

(d) SAMM Team operations will be guided by triage meetings on an as-needed basis and scheduled reviews of cases.

(e) All SAMM Team members must complete initial training in Behavioral Threat Assessment and Management (BTAM).

(f) Members will also complete annual supplemental training as coordinated by the Program Manager and their respective agency.

(g) Each participating agency will be solely responsible for the salary, benefits, workers' compensation, insurance coverage, and any overtime compensation of its employees assigned to the SAMM Team.

(h) Any liability arising from the acts or omissions of a SAMM Team member shall be the sole responsibility of that member's agency.

(i) Costs associated with training, travel, and equipment will be borne by the employing agency unless otherwise agreed upon in writing.

**Section 9. Purchases.** Each participating agency may independently purchase equipment, resources, and materials for use by the SAMM Team in accordance with its respective agency's purchasing policies and procedures. Any such purchases will remain the property of, and under the ownership of, the purchasing agency. Maintenance, replacement, or disposal of such items will likewise be the responsibility of the purchasing agency.

If two or more agencies elect to make a joint purchase for shared use by the SAMM Team, the terms of that purchase, including the total cost, the proportionate share to be paid by each agency, and the ownership and control of the purchased items, shall be documented and agreed upon by all participating agencies in writing prior to the purchase being made. Ownership and responsibility for the jointly acquired equipment, resources, or materials will be determined by this written agreement.

**Section 10. Termination by Parties.** A party may terminate its participation in this Agreement by giving written notice to each of the other parties. Such notice shall be at least sixty (60) days before the desired termination date.

**Section 11. Amendments.** This Agreement may be amended in writing at any time by mutual agreement of all of the Parties to the Agreement. Amendments shall refer back to this Agreement and to subsequent amendments, if any, on the same subject and shall specify the language to be changed or to be added. The Lead Agency shall have the authority to unilaterally execute amendments to this agreement to add Parties, solely for the purpose of adding additional governmental entities that wish to provide team members from a municipal law enforcement agency.

**Section 12. Mutual Indemnification.** Each party hereby agrees to indemnify, defend, and hold the other party harmless from any and all claims, demands, costs, liabilities, losses, expenses and damages (including reasonable attorneys' fees and costs) arising out of or in connection with any claim that, taking the claimant's allegations to be true, would result in a breach by the indemnifying party of any of its contractual responsibilities described herein.

**Section 13. Signatures.** This Agreement may be executed in counterparts, each of which shall be deemed an original. Facsimile, PDF, or other electronic signature (e.g., DocuSign) shall be deemed to have the same legal effect as an original ink signature.

**Section 14. Effective Date and Binding Effect:** This Agreement shall take effect and become binding upon the signing parties as soon as it has been executed by at least two participating entities. Each additional entity that subsequently signs this Agreement shall become party hereto, and the Agreement shall take effect and become binding upon that entity as of the date of its signature.

**IN WITNESS WHEREOF**, the Parties have hereunto set their hands and seals to this Agreement on the dates appearing below.

**CITY OF CHAMPAIGN**

By: \_\_\_\_\_  
Joan Walls, City Manager

Dated: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

**CITY OF URBANA**

By: \_\_\_\_\_  
DeShawn Williams, Mayor

Dated: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney

**COUNTY OF CHAMPAIGN**

By: \_\_\_\_\_  
County Executive

Dated: \_\_\_\_\_

Attest: \_\_\_\_\_  
County Clerk

Approved as to form:

\_\_\_\_\_  
State's Attorney

**PARKLAND COMMUNITY COLLEGE DISTRICT NO. 505**

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

Dated: \_\_\_\_\_

Attest: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_

RESOLUTION NO. 2026-18

PAYMENT OF CLAIMS AUTHORIZATION

January 2026

FY 2025

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$13,015,837.86 including warrants 54790 through 56074 and ACH payments 507532 through 507818 and

WHEREAS, The claims included on the list were paid in accordance with Resolution No. 1743; and

WHEREAS, Claims against the Mental Health Fund do not require County Board approval and are presented for information only; and

WHEREAS, The County Auditor has recommended the payment of all claims on the Expenditure Approval List; and

WHEREAS, The County Board finds all claims on the Expenditure Approval List to be due and payable;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that payment of the claims totaling \$13,015,837.86 including warrants 54790 through 56074 and ACH payments 507532 through 507818 be approved.

PRESENTED, ADOPTED, APPROVED, by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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



RESOLUTION NO. 2026-19

PURCHASES NOT FOLLOWING PURCHASING POLICY

January 2026

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on January 22, 2026 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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

FOR COUNTY BOARD APPROVAL  
1/22/26

PURCHASES NOT FOLLOWING THE PURCHASING POLICY AND EMERGENCY PURCHASES  
For items paid 12/1/25 through 12/30/25

	DEPARTMENT	Inv. Date	Paid date	DESCRIPTION	VENDOR	AMOUNT
	<b>NO PURCHASE ORDER ISSUED</b>					
	County Clerk	12/17/2025	12/30/2025	No purchase order or RFP for purchase over \$10,000	Electronic Systems & Software	\$ 47,850.00
	<b>CREDIT CARD PAYMENT PAID WITH TAX</b>					
	County Clerk	11/28/2025	12/12/2025	Failed to use TIN number to exempt purchase of Amazon Web Services Systems Manager from sales tax.	JP Morgan Chase	\$ 1.91
	RPC – Early Childhood	11/30/2025	12/5/2025	Failed to use TIN number to exempt purchase of County Market from 1% grocery tax.	JP Morgan Chase	\$ 1.91
	Information Technology Services	10/31/2025	12/5/2025	Failed to use TIN number to exempt Azure Cloud Services for PSST and Gen Corp and a monitor stand from sales tax.		\$ 24.04
	Highway	11/21/2025	12/12/2025	Failed to use TIN number to exempt purchase from sales tax on antifreeze.	JP Morgan Chase	\$ 0.90
	<b>FY2024 PAYMENTS MADE IN FY2025</b>					
	Recorder	1/1/2025	12/12/2025	Annual Storage for Dec 2023—Nov 2024	US Imaging Inc.	\$ 6,492.00

\*\* Paid-For information only

RESOLUTION NO. 2026-20

RESOLUTION AUTHORIZING INTERGOVERNMENTAL AGREEMENTS FOR ANIMAL CONTROL SERVICES AND IMPOUND SERVICES WITH VARIOUS VILLAGES

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

WHEREAS, The County of Champaign and the Villages of Bondville, Deland, Homer, Ivesdale, Ludlow, Ogden, Pesotum, Philo, Sidney and Thomasboro desire to cooperate for the best interests of the County and the Village; and

WHEREAS, there is a need to respond to requests for animal control and impound services within the Villages; and

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department; and

WHEREAS, Intergovernmental Agreements for Animal Control and Impound Services between the County and the Villages have been prepared; and

WHEREAS, the Agreements outline the financial participation and service responsibilities of the parties.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Executive to enter into the Intergovernmental Agreements for Animal Control and Impound Services with the Villages of Bondville, Deland, Homer, Ivesdale, Ludlow, Ogden, Pesotum, Philo, Sidney and Thomasboro.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

ATTEST: \_\_\_\_\_  
Aaron Ammons, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

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



## **Champaign County Animal Control**

210 S. Art Bartell Street, Urbana, Illinois 61802-4581

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**Chelsea L. Angelo, Director**

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Date: January 12, 2026

To: Jennifer Locke, Champaign County Board Chair  
Champaign County Board Members

From: Chelsea L. Angelo

Re: Intergovernmental Agreements for Animal Control and Impound Services

Dear Ms. Locke:

The Illinois Animal Control Act, 510 ILCS 5/ Sec 3., empowers the Champaign County Board through appointment of an Administrator to provide the necessary personnel, training, equipment, supplies, and facilities, necessary to effectuate reduction of stray dogs and cats, and is authorized to require vaccination against rabies and registration showing continued compliance for all canines and felines in Champaign County.

Funds collected through registration of rabies vaccinations, and impound fees are remitted to the Champaign County Treasurer overseeing the Animal Control Fund. The purpose of this fund is for paying costs of administering the animal control program through enforcement of 510 ILCS 5/ Illinois Animal Control Act, 510 ILCS 70/ Humane Care for Animal Act, and Champaign County Ordinance 2024-10. Champaign County Animal Control processed \$321,673 in rabies registrations and inhouse services to the public for FY2025.

Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., enable Champaign County to enter into intergovernmental agreements (IGAs) with incorporated municipal agencies within Champaign County to provide animal control and impoundment services.

The provisions of 510 ILCS 5/ do not limit the power of any municipality or other political subdivision to prohibit animals from running at large, nor shall anything in the Illinois Animal Control Act limit the power of the municipality to enforce municipal ordinances provided there is no regulation specific to breed. The Chief of Police for all municipalities is de facto animal control warden for incorporated municipalities that do not contract with Champaign County or provide their own municipal animal control services.

Prior to 2005, Champaign County, along with the cities of Champaign, Rantoul, and Urbana, contracted with the Champaign County Humane Society for the facilitation and care of animals impounded by the municipal animal control officers.

Incorporated municipalities within Champaign County began utilizing the current Animal Service Facility located at 210 S. Art Bartell Road when the county run facility opened circa 2005. The cities of Champaign, Rantoul, and Urbana, entered IGAs with Champaign County for the impoundment and care of animals, cancelling their IGA with the Champaign County Humane Society. During the twenty years Champaign County has provided impound services to local municipalities, we started absorbing enforcement duties through additional intergovernmental agreements for animal control field services.

### **Intergovernmental Agreements for Animal Control**

Champaign County Animal Control provides services to twenty-one (21) of the twenty-three (23) municipalities in Champaign County, and one Ford County Municipality.

\*No current IGA for animal control or impound services.

Bondville	Homer	Pesotum Sideny	
Broadlands	Ivesdale	Philo	*St. Joseph
DeLand	Longview	Rantoul	Thomasboro
Fisher	Iudlow	Royal	Tolono
Foosland	*Mahomet	Sadorus	Urbana
Gifford	Ogden	Savoy	

The terms of each IGA are different, the commonality being enforcement of animal control ordinances on behalf of the municipality by Champaign County Animal Control. All animals seized from contracted and unincorporated areas are impounded at the Champaign County Animal Control Facility, 210 S. Art Bartell Road, Urbana, IL.

Intergovernmental Agreements for FY2025 totaled \$239,952.39. Renewal of IGAs occurs on July 01 of all subsequent years after entering into the agreement, unless cancelled by either the municipality or Champaign County. In 2025, Champaign County updated our terms for animal control service extending a more uniform contract for field service and impound to incorporated cities and villages within Champaign County. Under the new terms, municipalities will receive monthly invoices for field activity services and impoundment of animals originating from their jurisdiction.

On October 01, 2025, notice of cancellation was issued to all IGAs by the Champaign County Animal Control Administrator with a termination date of December 31, 2025, at midnight. New

terms of service were provided to all incorporated villages and cities within Champaign County for animal control and impound services with a beginning date of January 01, 2026.

Department software enables animal control administration to track field, kennel activity, and medical history. Under the new terms of service, Champaign County will invoice municipalities based on services rendered, included updated costs for after hours services. New terms will enable animal control to recuperate emergency medical costs for stray animals receiving emergency veterinary care, and recuperate operational costs for the care, and disposal of impounded animals through either adoption or humane euthanasia.

My office is still in discussions with multiple IGAs to formalize the agreements. For the Board's consideration and approval, included are finalized agreements from:

Bondville, Deland, Homer, Ivesdale, Ludlow, Ogden, Pesotum, Philo, Sidney, and Thomasboro.

Sincerely,

Chelsea L. Angelo  
Director of Animal Control

## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Bondville (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.



10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it

available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animal(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
  - a. After the expiration of any applicable redemption period:
    - i. 5 business days for animals without identification
    - ii. 7 business days for animals with identification
    - iii. 10 days for animals held on bite quarantine
  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
18. The Department is authorized to collect fees from the impounded animal's owner in amount(s) as authorized by the Champaign County Board. Fees are listed on the Department website. If the Municipality wishes to return the animal to the owner without all fees paid, they must provide notice to the Department in writing, and the remaining fees will be charged to the Municipality by the Department in the next applicable billing cycle.
19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

impounded by a warden in response to a call outside the hours listed above will be at the cost of \$50 per animal.

21. All animals from the Municipality will have a disposal cost of \$75 per animal that will be charged to the Municipality in the monthly invoice.

*General Contract Content*

22. For the purposes of this Agreement, all definitions are as described in the Ordinance.
23. The Department will create and maintain all record-keeping forms required by the Department.
24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.
25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.
26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

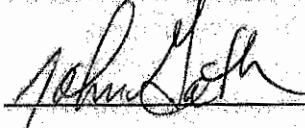
\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Village of Bondville

~~P.O. Box 87~~ 102 S. Walnut

Bondville, Illinois 61815

  
\_\_\_\_\_  
John L. Smith

\_\_\_\_\_  
12/8/2025

~~Board of Trustees~~

Mayor Village of Bondville  
ILLINOIS

\_\_\_\_\_  
Date

## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Deland (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time.
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it



available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animal(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
  - a. After the expiration of any applicable redemption period:
    - i. 5 business days for animals without identification
    - ii. 7 business days for animals with identification
    - iii. 10 days for animals held on bite quarantine
  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
18. The Department is authorized to collect fees from the impounded animal's owner in amount(s) as authorized by the Champaign County Board. Fees are listed on the Department website. If the Municipality wishes to return the animal to the owner without all fees paid, they must provide notice to the Department in writing, and the remaining fees will be charged to the Municipality by the Department in the next applicable billing cycle.
19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

impounded by a warden in response to a call outside the hours listed above will be at the cost of \$50 per animal.

21. All animals from the Municipality will have a disposal cost of \$75 per animal that will be charged to the Municipality in the monthly invoice.

*General Contract Content*

22. For the purposes of this Agreement, all definitions are as described in the Ordinance.
23. The Department will create and maintain all record-keeping forms required by the Department.
24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.
25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.
26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

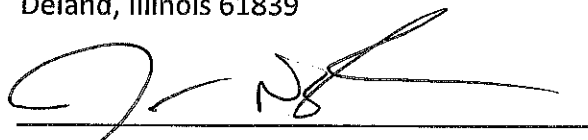
County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Village President  
Village of Deland  
P.O. Box 132  
Deland, Illinois 61839

  
\_\_\_\_\_  
Mayor

12-15-25  
\_\_\_\_\_  
Date

## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Homer (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, **attached as Exhibit A.**
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of “secure” will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time.
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it

available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animal(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
  - a. After the expiration of any applicable redemption period:
    - i. 5 business days for animals without identification
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  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
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19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals



impounded by a warden in response to a call outside the hours listed above will be at the cost of \$50 per animal.

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*General Contract Content*

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23. The Department will create and maintain all record-keeping forms required by the Department.
24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.
25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.
26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

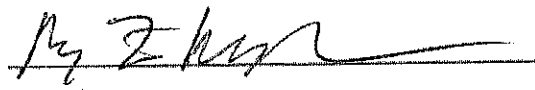
County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Mayor  
Village of Homer  
P.O. Box 109  
Homer, Illinois 61849

  
\_\_\_\_\_  
Village President

11-25-25  
\_\_\_\_\_  
Date

## **ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT**

This Agreement is entered into by the County of Champaign (hereinafter "the County") and the Village of Ivesdale ("hereinafter "Municipality") for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter "the Ordinance");

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter "the Facility") for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter "the Department")

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department's policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality's police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality's police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
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  - a. After the expiration of any applicable redemption period:
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26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date



(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

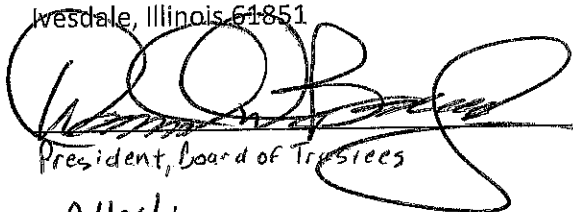
County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Board of Trustees  
Village of Ivesdale  
P.O. Box 109  
Ivesdale, Illinois 61851

  
\_\_\_\_\_  
President, Board of Trustees

10-20-25  
Date

Attest:

  
\_\_\_\_\_  
Village Clerk

## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Ludlow (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it

available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animal(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
  - a. After the expiration of any applicable redemption period:
    - i. 5 business days for animals without identification
    - ii. 7 business days for animals with identification
    - iii. 10 days for animals held on bite quarantine
  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
18. The Department is authorized to collect fees from the impounded animal's owner in amount(s) as authorized by the Champaign County Board. Fees are listed on the Department website. If the Municipality wishes to return the animal to the owner without all fees paid, they must provide notice to the Department in writing, and the remaining fees will be charged to the Municipality by the Department in the next applicable billing cycle.
19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

impounded by a warden in response to a call outside the hours listed above will be at the cost of \$50 per animal.

21. All animals from the Municipality will have a disposal cost of \$75 per animal that will be charged to the Municipality in the monthly invoice.

*General Contract Content*

22. For the purposes of this Agreement, all definitions are as described in the Ordinance.

23. The Department will create and maintain all record-keeping forms required by the Department.

24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.

25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.

26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.

27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning Index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.



33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.


County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Board of Trustees  
Village of Ludlow  
P.O. Box 177  
Ludlow, Illinois 60949

  
\_\_\_\_\_

Board of Trustees

Nov. 11, 2035

Date

## **ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT**

This Agreement is entered into by the County of Champaign (hereinafter "the County") and the Village of Ogden ("hereinafter "Municipality") for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter "the Ordinance");

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter "the Facility") for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter "the Department")

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department's policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality's police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality's police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time.
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#### *General Contract Content*

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(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
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32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.
34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.
35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.
36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

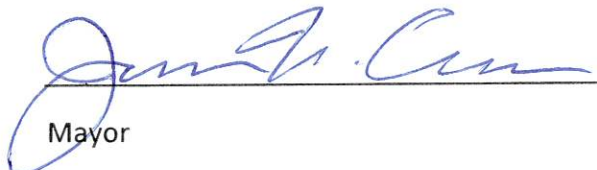
County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Mayor  
Village of Ogden  
101 W. Main Street  
Ogden, Illinois 61859

  
\_\_\_\_\_  
Mayor

22-DEC-25  
\_\_\_\_\_  
Date



## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Pesotum (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, **attached as Exhibit A.**
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it

available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animal(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
  - a. After the expiration of any applicable redemption period:
    - i. 5 business days for animals without identification
    - ii. 7 business days for animals with identification
    - iii. 10 days for animals held on bite quarantine
  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
18. The Department is authorized to collect fees from the impounded animal's owner in amount(s) as authorized by the Champaign County Board. Fees are listed on the Department website. If the Municipality wishes to return the animal to the owner without all fees paid, they must provide notice to the Department in writing, and the remaining fees will be charged to the Municipality by the Department in the next applicable billing cycle.
19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

impounded by a warden in response to a call outside the hours listed above will be at the cost of \$50 per animal.

21. All animals from the Municipality will have a disposal cost of \$75 per animal that will be charged to the Municipality in the monthly invoice.

*General Contract Content*

22. For the purposes of this Agreement, all definitions are as described in the Ordinance.
23. The Department will create and maintain all record-keeping forms required by the Department.
24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.
25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.
26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning Index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Mayor  
Village of Pesotum  
101 E. Lincoln Street  
Pesotum, Illinois 61863

\_\_\_\_\_  
Mayor

12/3/15  
\_\_\_\_\_  
Date



## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter "the County") and the Village of Philo ("hereinafter "Municipality") for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter "the Ordinance");

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter "the Facility") for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter "the Department")

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department's policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality's police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality's police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The



determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time
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14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it

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15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animals(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
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  - b. Upon execution of an owner relinquishment form by the animal's owner
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17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
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19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

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*General Contract Content*

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If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.


County of Champaign, Illinois

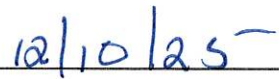
\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Mayor  
Village of Philo  
P.O. Box 72  
Philo, Illinois 61864

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Date

## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Sidney (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.



10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it

available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animal(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
16. Animals delivered to the Animal Services Facility shall become the property of the County after one of the following events occurs:
  - a. After the expiration of any applicable redemption period:
    - i. 5 business days for animals without identification
    - ii. 7 business days for animals with identification
    - iii. 10 days for animals held on bite quarantine
  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
17. The Department is thereafter authorized to sell, adopt, convey, euthanize, or otherwise dispose of the animal in the manner it deems appropriate. The Department accepts sole responsibility of discretionary decisions. Any stray animal held past the holding period shall be at the cost of the County.
18. The Department is authorized to collect fees from the impounded animal's owner in amount(s) as authorized by the Champaign County Board. Fees are listed on the Department website. If the Municipality wishes to return the animal to the owner without all fees paid, they must provide notice to the Department in writing, and the remaining fees will be charged to the Municipality by the Department in the next applicable billing cycle.
19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

impounded by a warden in response to a call outside the hours listed above will be at the cost of \$50 per animal.

21. All animals from the Municipality will have a disposal cost of \$75 per animal that will be charged to the Municipality in the monthly invoice.

*General Contract Content*

22. For the purposes of this Agreement, all definitions are as described in the Ordinance.
23. The Department will create and maintain all record-keeping forms required by the Department.
24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.
25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.
26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Village President  
Village of Sidney  
309 S. Bryant Street  
Sidney, Illinois 61877

  
\_\_\_\_\_  
Village President

12/1/25  
Date

## ANIMAL CONTROL AND IMPOUND SERVICES AGREEMENT

This Agreement is entered into by the County of Champaign (hereinafter “the County”) and the Village of Thomasboro (“hereinafter “Municipality”) for animal control and animal impoundment services.

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

WHEREAS, the County has formed and supports the Champaign County Animal Control Department to enforce the animal control policies and procedures outlined in the Champaign County Animal Control Ordinance 2024-10 (hereinafter “the Ordinance”);

WHEREAS, the County maintains and operates an Animal Control Services Facility (hereinafter “the Facility”) for the impoundment of animals that are seized by the County pursuant to the Ordinance;

WHEREAS, the Municipality has a need for response to requests for animal control services and animal impoundment services;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter “the Department”)

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

### *Animal Control Services*

1. The County currently furnishes an animal control program for the County and per this agreement will extend that program to include the geographical area of the Municipality. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the provision of animal control services.
2. The Department will respond to requests for animal control services from citizens residing within the Municipality limits per the Department’s policies and procedures and Champaign County Ordinance 2024-10, attached as Exhibit A.
3. Per 510 ILCS 5/5(c), the Municipality’s police officers shall cooperate with the Department in carrying out the provisions of the Animal Control Act, and nothing in this agreement shall prohibit the Municipality’s police from enforcing the municipalities ordinances. In the event the situation is not secure and municipal law enforcement are not available, the response to the call will be suspended until a time municipal law enforcement are available to secure the situation and identify suspects. The

determination of "secure" will be made by the Department warden responding to the call.

4. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$100 for the first hour of all calls during standard business hours for field services, which are 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. After the first hour and for subsequent follow up calls within standard business hours established in item 4, costs are measured and charged at a rate of \$25 per quarter hour.
5. For services provided by the Department for the first year of this Agreement, the Municipality agrees to pay the County \$200 for the first hour of all calls outside of the standard business hours established in item 4. After the first hour and for subsequent follow up calls outside of standard business hours established in item 4, costs are measured and charged at a rate of \$50 per quarter hour. Triaging calls for service outside established business hours are charges at \$25 per quarter hour.
6. Calls for service to the Department outside of standard business hours established in item 4 will be assessed by the Department and only calls presenting an eminent and urgent public safety risk will be responded to outside of established business hours. Otherwise, the request for service will be addressed during the next available business day.
7. The Department will manage, supply, monitor, and maintain all aspects of dog and cat registration and rabies registration for Champaign County and shall collect and retain all registration fees.

#### *Animal Impoundment Services*

8. The Department shall provide all materials, training, licensing, insurance, staffing, and oversight the Department deems required for the services necessary for the impoundment, care, basic medical treatment, and transfer of all animals collected by the Department pursuant to this agreement or delivered by the Municipality or citizens residing with the Municipality.
9. The Animal Control Director reserves the right to refuse animals for any reason, including but not limited to animals that cannot be housed due to space, safety, or health reasons. The Municipality is responsible for arranging for and paying the cost of outside impoundment.

10. The Department shall provide the necessary access to the Facility for the Municipality to deliver and secure animals outside of standard business hours established in item 4. The Municipality shall notify the Department supervisor as soon as practical of its intent to deliver animals to the Animal Services Facility for impound and follow written procedures for safely securing the animal at the Facility. If a Municipality impounds an animal after business hours, they shall complete the Notice of Impoundment when securing the animal at the Department in its entirety. Failure to do so can result in a fine of \$50.
11. In the event of an emergency situation; including but not limited to the animal has life threatening injuries or illness, the animal is in severe pain due to an injury or illness, or the animal has a contagious illness that needs quarantine measures beyond what the Facility can provide as determined by the Department, the Animal Control Director may authorize emergency medical treatment up to \$250 to stabilize the animal or quarantine the contagion and then will consult with the Municipality regarding on-going treatment. The costs of the emergency medical treatment will be billed to the Municipality in the next applicable billing cycle. If the Municipality chooses to withdraw treatment, the Department will euthanize the animal at the Municipality's expense, or the Municipality will find alternative boarding for a contagious animal or severely injured animal that standard impound procedures and protocols cannot care for. The Department reserves the right to take custody of the animal from the Municipality and provide additional medical treatment at the Department's cost upon release or expiration of holding time
12. The Municipality will provide the Department with cell phone numbers for two (2) Municipal employees with the authority to authorize additional medical care or withdraw medical care with the outcome of death or euthanasia for the animal. If neither Municipal employee answers the call or responds within 20 minutes of the call, the Department will make the decision regarding additional medical treatment and/or euthanasia to prevent suffering and invoice the Municipality for said medical services in the next billing cycle.
13. The Department shall release animals to their owners upon (a) payment of all required fines, fees, registrations, or late payments to the Department or (b) written confirmation from the Municipality to bill the Municipality for the required fines, fees, registrations, or late payments upon the next billing cycle. If the Department chooses to waive fines and fees applicable to the County for the owner, that is not a cost incurred by the Municipality.
14. In the event an animal is the subject on an ongoing court case and the court issues a hold on the animal, the Department shall hold the animal(s) and shall not make it



available for redemption, adoption, or euthanasia until the court order is reversed by the court.

15. In the event an "Order of Destruction" is issued by the court, the Department shall humanely euthanize and dispose of the subject animals(s) pursuant to the Order once the Department has a signed copy of the Order. Until the order is received, the animal will continue to incur boarding costs charged to the Municipality. The Municipality shall be responsible for collecting their own fees and fines from the defendant and remit of this payment is not relevant to the destruction of the animal.
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    - iii. 10 days for animals held on bite quarantine
  - b. Upon execution of an owner relinquishment form by the animal's owner
  - c. After receipt of a court order authorizing the County to take ownership of the animal
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18. The Department is authorized to collect fees from the impounded animal's owner in amount(s) as authorized by the Champaign County Board. Fees are listed on the Department website. If the Municipality wishes to return the animal to the owner without all fees paid, they must provide notice to the Department in writing, and the remaining fees will be charged to the Municipality by the Department in the next applicable billing cycle.
19. The Municipality shall pay an initial rate per animal and an additional \$15 per day or any part of a day of impoundment, whether by surrender by a Municipality resident, impoundment by a Municipality agent, or impoundment by a Department agent.
20. Animals that are impounded when Department staff are on duty will be at a cost of \$50 per animal. Department staff are on duty 8:00am-5:00pm, Monday – Sunday, excluding holidays or other days County offices are closed. Animals impounded when a Department employee is not on duty will be at a cost of \$200 per animal. Animals

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*General Contract Content*

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23. The Department will create and maintain all record-keeping forms required by the Department.
24. All fees, fines, penalties, or late fees collected for enforcement and prosecution of the Ordinance will be retained by the Department. All fees, fines, penalties, or late fees for enforcement and prosecution of the Municipality Code imposed by the Municipality will be collected and retained by the Municipality.
25. The Department shall invoice the Municipality on the first of each month, to be paid by the 30<sup>th</sup> of the following month. Calls for service and boarding will be billed after the case has been closed and/or the animal has left the Facility. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within ninety (90) days of receipt of the County's invoice.
26. The Municipality will provide the Department one email address that is not tied to a specific Municipal employee for all invoice communication. It is the Municipality's responsibility to check for the monthly invoice and pay it within the required timeline.
27. All fees and costs (Service Fee) outlined in this contract by the Department shall be adjusted for inflation annually on January 1 (Adjustment Date). Increases to the Service Fees will be noticed to the Municipality within thirty (30) days of them taking effect. Service Fees will be increased annually by 3% or Consumer Price Index (CPI), Urban Consumers – US City Average, whichever is higher.

If CPI is used to increase the service price, on January 1 for every year the contract is in effect, Service Fees shall be adjusted upward and calculated as to the amount for each such yearly period. The adjustment by the cost of living as provided herein according to the Consumer Price Index (all items) for all Urban Consumers – US City Average. The base for computing the adjustments is the Consumer Price Index (all items) for Urban Consumers US City Average published by the United States Department of Labor, Bureau of Labor Statistics (Index), which is published for the month nearest the Adjustment Date (Beginning Index). If the Index published nearest an Adjusted Date

(Extension Index) has increased over the Beginning index, the Service Fee until the next Adjustment Date shall be set by multiplying the Term Service Fee by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index.

If the Index is changed so that the base year differs from that used as of the month immediately preceding the Adjustment Date, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the Term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index has not been discontinued or revised.

28. The Department agrees to provide monthly reports to the Municipality breaking down the number of calls responded to, number of animals impounded, and number of boarding days for impound animals.
29. This agreement shall become effective on the date that the last party to this agreement signs it, and this agreement supplants and terminates all prior agreements applicable to the administration, management, and operation of animal control and/or impoundment services as well as all prior agreements, verbal or written, regarding the animal control and/or impoundment services between the County and the Municipality.
30. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur on the last day signed by a party year after year.
31. This Agreement may be amended only by a written document signed by both parties. This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect. Any written notice that is required between the parties shall be sent through first class mail, for the County to the Office of the County Executive and for the Municipality, to the Office of the City Clerk.
32. To the fullest extent allowed by law, the Municipality and the County agree to hold the other party harmless and indemnify the other for any loss, liability, or damages arising from any action, omission, or negligence of each party's employees, officers, or agents regarding the performance of this Agreement.

33. At all times during the term of this Agreement, the County shall maintain, at their sole expense, all required and necessary insurance coverages for the County, the Department, its employees, officers, and independent contractors.

34. The Parties agree to work cooperatively for long term solutions to systemic and repetitive animal control problems in the Municipality's jurisdiction. Both Parties agree this effort may require additional resources and efforts than outlined in the current contract and will put forward good faith efforts to provide those resources and work collaboratively on animal control solutions and initiatives.

35. Nothing in this Agreement shall prohibit the Municipality from prosecuting violations of their Municipality Code occurring within their jurisdiction.

36. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year indicated herein.

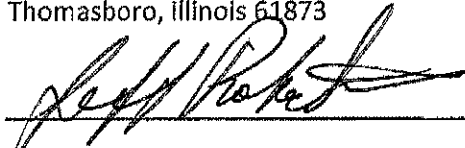
County of Champaign, Illinois

\_\_\_\_\_  
Steve Summers, County Executive

\_\_\_\_\_  
Date

MUNICIPALITY NAME:

Village President  
Village of Thomasboro  
101 Main Street  
Thomasboro, Illinois 61873

  
\_\_\_\_\_  
Village President

12/1/2025  
Date

RESOLUTION NO. 2026-21

RESOLUTION APPROVING A LETTER OF UNDERSTANDING WITH GHR  
ENGINEERS AND ASSOCIATES, INC FOR MECHANICAL, ELECTRICAL, PLUMBING  
AND ENGINEERING SERVICES, PURSUANT TO RFP 2025-014

WHEREAS, Request for Proposal (RFP) #2025-014 Mechanical, Electrical, Plumbing and Engineering Services was released on November 4, 2025; and

WHEREAS, Proposals were received on December 5, 2026 for Mechanical, Electrical, Plumbing and Engineering Services; and

WHEREAS, Pursuant to the parameters and guidelines established by RFP #2025-014, the Interim Facilities Director recommends a Letter of Understanding with GHR Engineering and Associates, Inc. for Mechanical, Electrical, Plumbing and Engineering Services; and

WHEREAS, the term of the Letter of Understanding will remain in place from January 1, 2026 until December 31, 2028;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves a Letter of Understanding with GHR Engineers and Associates, Inc. and authorizes the County Executive to execute the Letter of Understanding.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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

# **CHAMPAIGN COUNTY PHYSICAL PLANT**

102 E. MAIN STREET, URBANA, ILLINOIS 61801

FACILITIES & GROUNDS MANAGEMENT SERVICES

MICHELLE JETT, ACTING FACILITIES DIRECTOR



## **Letter of Understanding**

This Letter of Understanding (the "Letter") is made on \_\_\_\_\_, by and between Champaign County, of 102 E. Main St., Urbana, Illinois 61801 (hereinafter referred to as "the County") and GHR Engineers and Associates, Inc., of 1615 South Neil Street, Champaign, Illinois 61820 (hereinafter referred to as "GHR") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFP #2025-014 for engineering services ("the RFP").

WHEREAS the County and GHR desire to enter into an agreement in which the County and GHR will work together to complete the various projects named in the RFP and that may arise during the term of this agreement;

AND WHEREAS the County and GHR are desirous to enter into a Letter of Understanding between them, setting out the working arrangements that each of them agree are necessary;

### **Purpose**

The purpose of this Letter is to provide the framework for any future binding contract regarding engineering services as outlined in the RFP #2025-014 between the County and GHR.

### **Obligations of the Parties**

The County and GHR acknowledge that no contractual relationship is created between them by this Letter but agree to work together to ensure a high quality of engineering services at a competitive rate for the projects listed in the RFP and others that might arise during the term of this agreement.

### **Cooperation**

a. Services to be rendered by the County include:

The County agrees that GHR was selected through the RFP process as the engineering firm that would the best meet the County's needs for engineering services for the term of January 1, 2026 to December 31, 2028. The County agrees to negotiate in good faith to reach agreement for engineering contracts for those projects and others that arise.

b. Services to be rendered by GHR include:

GHR agrees to provide engineering services at a competitive price for the projects listed in the RFP and others as they arise for the term of January 1, 2026 to December 31, 2028. GHR agrees to negotiate in good faith to reach agreement for engineering contracts for those projects. GHR certifies that it is in compliance with all of the General Requirements and other requirements as set forth by the RFP and applicable law and if it comes out of compliance it will notify the County within 10 days.

**Liability**

No liability will arise or be assumed between the Parties as a result of this Letter.

**Dispute Resolution**

In the event of a dispute between the Parties in the negotiation of any contract relating to a project, a dispute resolution group will convene consisting of the Chief Executive of GHR and the Director of Facilities for the County. The Parties will use their best efforts to reach an agreement. In the event the dispute resolution group is unable to make a compromise and reach a final decision, it is understood that neither Party is obligated to enter into any binding contract to take on a project.

**Term**

The arrangements made by the Parties by this Letter shall remain in place from January 1, 2026 until December 31, 2028.

**Notice**

Any notice or communication required or permitted under this Letter shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

**Governing Law**

This Letter shall be construed in accordance with the laws of the State of Illinois.

**Assignment**

Neither party may assign or transfer the responsibilities or agreement made herein.

**Severability**

If any provision of this Letter is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Letter is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**Incorporation of the RFP and Other Agreements Superseded**

This Letter incorporates the RFP and constitutes the entire agreement between the parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Letters, whether written or oral.

**Understanding**

It is mutually agreed upon and understood by and among the Parties of this Letter that:

- a. Each Party will work together in a coordinated fashion for the fulfillment of the projects.
- b. In no way does this agreement restrict involved Parties from participating in similar agreements with other public or private agencies, organizations, and individuals.
- c. To the extent possible, each Party will participate in the development of the projects.
- d. Nothing in this Letter shall obligate any Party to the transfer of funds. Any endeavor involving reimbursement or contribution of funds between the Parties of this Letter will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the Parties involved and shall be independently authorized by appropriate statutory authority. This Letter does not provide such authority.
- e. This Letter is not intended to and does not create any right, benefit, or trust responsibility.

- f. This Letter will be effective upon the signature of both Parties.
- g. Any Party may terminate its participation in this Letter by providing written notice to other Party.

### **Signatories**

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of GHR Engineering by Lucas E. McGill PE. This Agreement shall be effective as of the date first written above.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Champaign County  
Steve Summers, its County Executive

By: \_\_\_\_\_ Date: \_\_\_\_\_  
GHR Engineering  
Lucas E. McGill PE, its President



RESOLUTION NO. 2026-22

RESOLUTION APPROVING LETTERS OF UNDERSTANDING WITH BAILEY  
EDWARD DESIGN, INC., REIFSTECK WAKEFIELD FANNING & COMPANY, AND  
IGW ARCHITECTURE FOR ARCHITECTURAL SERVICES,  
PURSUANT TO RFP 2025-015

WHEREAS, Request for Proposal (RFP) #2025-015 Architectural Services was released on November 4, 2025; and

WHEREAS, Proposals were received on December 5, 2026 for Architectural Services; and

WHEREAS, Pursuant to the parameters and guidelines established by RFP #2025-015, the Interim Facilities Director recommends Letters of Understanding with Bailey Edward Design, Inc., Reifsteck Wakefield Fanning & Company, and IGW Architecture for Architectural Services; and

WHEREAS, the term of the Letters of Understanding will remain in place from January 1, 2026 until December 31, 2028;

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves a Letter of Understanding with Bailey Edward Design, Inc., Reifsteck Wakefield Fanning & Company, and IGW Architecture for Architectural Services HR Engineers and Associates, Inc. and authorizes the County Executive to execute the Letter of Understanding.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January A.D. 2026.

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

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

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

# **CHAMPAIGN COUNTY PHYSICAL PLANT**

102 E. MAIN STREET, URBANA, ILLINOIS 61801

FACILITIES & GROUNDS MANAGEMENT SERVICES

MICHELLE JETT, ACTING FACILITIES DIRECTOR



## **Letter of Understanding**

This Letter of Understanding (the "Letter") is made on \_\_\_\_\_, by and between Champaign County, of 102 E. Main St., Urbana, Illinois 61801 (hereinafter referred to as "the County") and Bailey Edward Design, Inc., of 1103 South Mattis Avenue, Champaign, Illinois 61821-4829 (hereinafter referred to as "Bailey Edward") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFP #2025-015 for architectural services ("the RFP").

WHEREAS the County and Bailey Edward desire to enter into an agreement in which the County and Bailey Edward will work together to complete selected various projects named in the RFP and that may arise during the term of this agreement;

AND WHEREAS the County and Bailey Edward are desirous to enter into a Letter of Understanding between them, setting out the working arrangements that each of them agrees are necessary;

### **Purpose**

The purpose of this Letter is to provide the framework for any future binding contract regarding architectural services as outlined in the RFP #2025-015. between the County and Bailey Edward.

### **Obligations of the Parties**

The County and Bailey Edward acknowledge that no contractual relationship is created between them by this Letter but agree to work together to ensure a high quality of architectural services at a competitive rate for selected projects listed in the RFP and others that might arise during the term of this agreement.

### **Cooperation**

a. Services to be rendered by the County include:

The County agrees that Bailey Edward was selected through the RFP process as an architecture firm that would the best meet the County's needs for architectural services for the term of January 1, 2026 to December 31, 2028. The County agrees to negotiate in good faith to reach agreement for architectural contracts for selected projects.

b. Services to be rendered by Bailey Edward include:

Bailey Edward agrees to provide architectural services at a competitive price for the projects listed in the RFP and others as they arise for the term of January 1, 2026 to December 31, 2028. Bailey Edward agrees to negotiate in good faith to reach agreement for architectural contracts for selected projects. Bailey Edward certifies that it is in compliance with all of the General Requirements and other requirements as set forth by the RFP and applicable law and if it comes out of compliance it will notify the County within 10 days.

**Liability**

No liability will arise or be assumed between the Parties as a result of this Letter.

**Dispute Resolution**

In the event of a dispute between the Parties in the negotiation of any contract relating to a project, a dispute resolution group will convene consisting of the Chief Executive of Bailey Edward and the Director of Facilities for the County. The Parties will use their best efforts to reach an agreement. In the event the dispute resolution group is unable to make a compromise and reach a final decision, it is understood that neither Party is obligated to enter into any binding contract to take on a project.

**Term**

The arrangements made by the Parties by this Letter shall remain in place from January 1, 2026 until December 31, 2028.

**Notice**

Any notice or communication required or permitted under this Letter shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

**Governing Law**

This Letter shall be construed in accordance with the laws of the State of Illinois.

**Assignment**

Neither party may assign or transfer the responsibilities or agreement made herein.

**Severability**

If any provision of this Letter is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Letter is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**Incorporation of the RFP and Other Agreements Superseded**

This Letter incorporates the RFP and constitutes the entire agreement between the parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Letters, whether written or oral.

**Understanding**

It is mutually agreed upon and understood by and among the Parties of this Letter that:

- a. Each Party will work together in a coordinated fashion for the fulfillment of the projects.
- b. In no way does this agreement restrict involved Parties from participating in similar agreements with other public or private agencies, organizations, and individuals.
- c. To the extent possible, each Party will participate in the development of the projects.
- d. Nothing in this Letter shall obligate any Party to the transfer of funds. Any endeavor involving reimbursement or contribution of funds between the Parties of this Letter will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the Parties involved and shall be independently authorized by appropriate statutory authority. This Letter does not provide such authority.
- e. This Letter is not intended to and does not create any right, benefit, or trust responsibility.

- f. This Letter will be effective upon the signature of both Parties.
- g. Any Party may terminate its participation in this Letter by providing written notice to the other Party.

### **Signatories**

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of Bailey Edward Design by Ellen Dickson. This Agreement shall be effective as of the date first written above.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Champaign County  
Steve Summers, its County Executive

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Bailey Edward Architecture  
Ellen Dickson, its President

# **CHAMPAIGN COUNTY PHYSICAL PLANT**

102 E. MAIN STREET, URBANA, ILLINOIS 61801

FACILITIES & GROUNDS MANAGEMENT SERVICES

MICHELLE JETT, ACTING FACILITIES DIRECTOR



## **Letter of Understanding**

This Letter of Understanding (the "Letter") is made on \_\_\_\_\_, by and between Champaign County, of 102 E. Main St., Urbana, Illinois 61801 (hereinafter referred to as "the County") and IGW Architecture, of 114 West Main St., Urbana, Illinois (hereinafter referred to as "IGW") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFP #2025-015 for architectural services ("the RFP").

WHEREAS the County and IGW desire to enter into an agreement in which the County and IGW will work together to complete selected various projects named in the RFP and that may arise during the term of this agreement;

AND WHEREAS the County and IGW are desirous to enter into a Letter of Understanding between them, setting out the working arrangements that each of them agrees are necessary;

### **Purpose**

The purpose of this Letter is to provide the framework for any future binding contract regarding architectural services as outlined in the RFP #2025-015. between the County and IGW.

### **Obligations of the Parties**

The County and IGW acknowledge that no contractual relationship is created between them by this Letter but agree to work together to ensure a high quality of architectural services at a competitive rate for selected projects listed in the RFP and others that might arise during the term of this agreement.

### **Cooperation**

a. Services to be rendered by the County include:

The County agrees that IGW was selected through the RFP process as an architecture firm that would the best meet the County's needs for architectural services for the term of January 1, 2026 to December 31, 2028. The County agrees to negotiate in good faith to reach agreement for architectural contracts for selected projects.

b. Services to be rendered by IGW include:

IGW agrees to provide architectural services at a competitive price for the projects listed in the RFP and others as they arise for the term of January 1, 2026 to December 31, 2028. IGW agrees to negotiate in good faith to reach agreement for architectural contracts for selected projects. IGW certifies that it is in compliance with all of the General Requirements and other requirements as set forth by the RFP and applicable law and if it comes out of compliance it will notify the County within 10 days.

### **Liability**

No liability will arise or be assumed between the Parties as a result of this Letter.

**Dispute Resolution**

In the event of a dispute between the Parties in the negotiation of any contract relating to a project, a dispute resolution group will convene consisting of the Chief Executive of IGW and the Director of Facilities for the County. The Parties will use their best efforts to reach an agreement. In the event the dispute resolution group is unable to make a compromise and reach a final decision, it is understood that neither Party is obligated to enter into any binding contract to take on a project.

**Term**

The arrangements made by the Parties by this Letter shall remain in place from January 1, 2026 until December 31, 2028.

**Notice**

Any notice or communication required or permitted under this Letter shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

**Governing Law**

This Letter shall be construed in accordance with the laws of the State of Illinois.

**Assignment**

Neither party may assign or transfer the responsibilities or agreement made herein.

**Severability**

If any provision of this Letter is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Letter is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**Incorporation of the RFP and Other Agreements Superseded**

This Letter incorporates the RFP and constitutes the entire agreement between the parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Letters, whether written or oral.

**Understanding**

It is mutually agreed upon and understood by and among the Parties of this Letter that:

- a. Each Party will work together in a coordinated fashion for the fulfillment of the projects.
- b. In no way does this agreement restrict involved Parties from participating in similar agreements with other public or private agencies, organizations, and individuals.
- c. To the extent possible, each Party will participate in the development of the projects.
- d. Nothing in this Letter shall obligate any Party to the transfer of funds. Any endeavor involving reimbursement or contribution of funds between the Parties of this Letter will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the Parties involved and shall be independently authorized by appropriate statutory authority. This Letter does not provide such authority.
- e. This Letter is not intended to and does not create any right, benefit, or trust responsibility.
- f. This Letter will be effective upon the signature of both Parties.

g. Any Party may terminate its participation in this Letter by providing written notice to the other Party.

**Signatories**

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of IGW Architecture by Scot Wachter. This Agreement shall be effective as of the date first written above.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Champaign County  
Steve Summers, its County Executive

By: \_\_\_\_\_ Date: \_\_\_\_\_  
IGW Architecture  
Scot Wachter, its President

# **CHAMPAIGN COUNTY PHYSICAL PLANT**

102 E. MAIN STREET, URBANA, ILLINOIS 61801

FACILITIES & GROUNDS MANAGEMENT SERVICES

MICHELLE JETT, ACTING FACILITIES DIRECTOR



## **Letter of Understanding**

This Letter of Understanding (the "Letter") is made on \_\_\_\_\_, by and between Champaign County, of 102 E. Main St., Urbana, Illinois 61801 (hereinafter referred to as "the County") and Reifsteck Wakefield Fanning & Company, 909 Arrow Road Suite 4, Champaign, Illinois 61821 (hereinafter referred to as "Reifsteck Reid") (collectively the "Parties") for the purpose of achieving the various aims and objectives relating to RFP #2025-015 for architecture services ("the RFP").

WHEREAS the County and Reifsteck Reid desire to enter into an agreement in which the County and Reifsteck Reid will work together to complete selected various projects named in the RFP and that may arise during the term of this agreement;

AND WHEREAS the County and Reifsteck Reid are desirous to enter into a Letter of Understanding between them, setting out the working arrangements that each of them agree are necessary;

### **Purpose**

The purpose of this Letter is to provide the framework for any future binding contract regarding architectural services as outlined in the RFP #2025-015. between the County and Reifsteck Reid.

### **Obligations of the Parties**

The County and Reifsteck Reid acknowledge that no contractual relationship is created between them by this Letter but agree to work together to ensure a high quality of architectural services at a competitive rate for selected projects listed in the RFP and others that might arise during the term of this agreement.

### **Cooperation**

a. Services to be rendered by the County include:

The County agrees that Reifsteck Reid was selected through the RFP process as an architecture firm that would the best meet the County's needs for architectural services for the term of January 1, 2026 to December 31, 2028. The County agrees to negotiate in good faith to reach agreement for architectural contracts for selected projects.

b. Services to be rendered by Reifsteck Reid include:

Reifsteck Reid agrees to provide architectural services at a competitive price for selected projects listed in the RFP and others as they arise for the term of January 1, 2026 to December 31, 2028. Reifsteck Reid agrees to negotiate in good faith to reach agreement for architectural contracts for selected projects. Reifsteck Reid certifies that it is in compliance with all of the General Requirements and other requirements as set forth by the RFP and applicable law and if it comes out of compliance it will notify the County within 10 days.



**Liability**

No liability will arise or be assumed between the Parties as a result of this Letter.

**Dispute Resolution**

In the event of a dispute between the Parties in the negotiation of any contract relating to a project, a dispute resolution group will convene consisting of the Chief Executive of Reifsteck Reid and the Director of Facilities for the County. The Parties will use their best efforts to reach an agreement. In the event the dispute resolution group is unable to make a compromise and reach a final decision, it is understood that neither Party is obligated to enter into any binding contract to take on project.

**Term**

The arrangements made by the Parties by this Letter shall remain in place from January 1, 2026 until December 31, 2028.

**Notice**

Any notice or communication required or permitted under this Letter shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

**Governing Law**

This Letter shall be construed in accordance with the laws of the State of Illinois.

**Assignment**

Neither party may assign or transfer the responsibilities or agreement made herein.

**Severability**

If any provision of this Letter is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Letter is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

**Incorporation of the RFP and Other Agreements Superseded**

This Letter incorporates the RFP and constitutes the entire agreement between the parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Letters, whether written or oral.

**Understanding**

It is mutually agreed upon and understood by and among the Parties of this Letter that:

- a. Each Party will work together in a coordinated fashion for the fulfillment of the projects.
- b. In no way does this agreement restrict involved Parties from participating in similar agreements with other public or private agencies, organizations, and individuals.
- c. To the extent possible, each Party will participate in the development of the projects.
- d. Nothing in this Letter shall obligate any Party to the transfer of funds. Any endeavor involving reimbursement or contribution of funds between the Parties of this Letter will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the Parties involved and shall be independently authorized by appropriate statutory authority. This Letter does not provide such authority.
- e. This Letter is not intended to and does not create any right, benefit, or trust responsibility.

- f. This Letter will be effective upon the signature of both Parties.
- g. Any Party may terminate its participation in this Letter by providing written notice to the other Party.

**Signatories**

This Agreement shall be signed on behalf of Champaign County by Steve Summers, County Executive, and on behalf of Reifsteck Wakefield Fanning & Company by Elsa Reifsteck. This Agreement shall be effective as of the date first written above.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Champaign County  
Steve Summers, its County Executive

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Reifsteck Wakefield Fanning & Company  
Elsa Reifsteck, its President

RESOLUTION NO. 2026-23

RESOLUTION APPROVING ACCEPTANCE OF THE ADDITIONAL EMERGENCY AND  
TRANSITIONAL HOUSING SUPPORT FUNDS

WHEREAS, the Champaign County Regional Planning Commission, on behalf of the Champaign County Board, receives Emergency & Transitional Housing grant funds from the Illinois Department of Human Services; and

WHEREAS, the Illinois Department of Human Services is providing a one-time funding opportunity to current Emergency & Transitional Housing Providers for the purchase of new equipment to improve shelter facilities; and

WHEREAS, The funding will be used to purchase furnishings, bedding, kitchen and bath supplies for eight two-bedroom apartment units; and

WHEREAS, The grant award, based upon the application, has a total budget of \$4,588; and

WHEREAS, the County Board of the County of Champaign, Illinois, desires to hereby give its concurrence such that the Champaign County Regional Planning Commission (CCRPC) shall have the authority, with the concurrence of its county board, to accept, receive, and expend said funds, grants, and/or services from the awarding entity, which is part of the federal government or its agencies, or a department, agency or instrumentality of state or local government.

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County that the County Board of Champaign County approves the acceptance of the additional emergency and transitional housing support funds.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

## Memorandum

**Date:** January 14, 2026

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

**From:** Lisa Benson, Community Services Director

**RE:** Emergency and Transitional Housing (ETH) Grant

### ETH Supplies

The Illinois Department of Human Services provided a one-time funding opportunity in the amount of \$4,588 to current Emergency & Transitional Housing Providers for the purchase of new equipment to improve shelter facilities so that the program can better serve program participants. RPC currently manages the Emergency Shelter for Families with the support of ETH funds. This one-time funding will support purchases of furnishings, bedding, and kitchen and cleaning supplies for eight 2-bedroom apartment units used for emergency shelter of families with minor children, to ensure that the program can better serve families who are homeless or at imminent risk of becoming homeless. Furnishings include bed sets, microwaves, crockpots and cleaning supplies to replace furnishings currently in disrepair. Bedding includes new blankets, sheets, linens and pillows for shelter units. Kitchen items including microwaves to support the cooking needs of families in shelter units. Cleaning items include mop and floor cleaning tools to support shelter unit health and basic hygiene needs for families.

County Board approval of the grant is requested. Thank you for your consideration.

Champaign County Regional Planning Commission

1776 E. Washington St. Urbana, IL 61802

P 217.328.3313 F 217.328.2426

TTY 217.384.3862 CCRPC.ORG



CHAMPAIGN COUNTY  
REGIONAL PLANNING  
COMMISSION

In the space provided below, list each item that your agency is requesting, the cost, and the need for the item(s).

ITEM	# Needed	Per Item cost	Total Cost	Need for the Item
Twin Mattress	4	\$185.00	\$740.00	Replace beds that are in disrepair.
Twin Box Spring	3	\$85.00	\$255.00	Replace box springs that are in disrepair.
Delivery Fee for Mattress & Box Spring	1	\$20.00	\$20.00	Allow for delivery of bed sets (mattresses and box springs).
Microwave	3	\$85.00	\$255.00	Support families cooking needs.
Sheets Twin Size w/ 2 pillow cases	30	\$25.00	\$750.00	Provide bedding for beds within the shelter units.
Pack and Play	4	\$97.00	\$388.00	Provide Pack and Plays as beds for guests under the age of 3.
Dohm Sound Machine	1	\$40.00	\$40.00	Support client confidentiality during meetings in office onsite at the shelter.
Crockpots	12	\$40.00	\$480.00	Allow Clients to cook in units and save money on food costs.
Swiffer Power Mops	12	\$30.00	\$360.00	Support clients in maintaining unit cleanliness.
Swiffer Mop Pads: 11 pack	35	\$20.00	\$700.00	Maintain unit cleanliness ongoing.
Swiffer Cleaning Solution: 2 pack	36	\$10.00	\$360.00	Maintain unit cleanliness ongoing.
Pack and Play Sheets: 2 per pack	8	\$30.00	\$240.00	Provide sheets for Pack N Plays for guests under the age of 3.

**TOTAL FUNDS  
REQUESTED**

**\$4,588.00**

Champaign County Regional Planning Commission

1776 E. Washington St. Urbana, IL 61802

P 217.328.3313 F 217.328.2426

TTY 217.384.3862 CCRPC.ORG

RESOLUTION NO. 2026-24

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/108

Fund: 2075 Regional Planning Commission

Dept: 100 Regional Planning Commission

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

501002 Office Supplies

4,588

Total 4,588

Increased Revenue:

400407 State – Public Welfare

4,588

Total 4,588

REASON: Interfund loan to the Child Advocacy Center for facility-related expenses.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

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

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

Journal Proof Report



Journal Number: 108 Year: 2026 Period: 1      Description: XFREXP      Reference 1:      Reference 2:      Reference 3:

Source	Account Formatted Project String	Account Description	Line Description	OB	Debit	Credit
BUA	2075-00-0251c-06-100-006-632-0000-501002-E-632ETHRS26-COMM -OFC SUPP -	OFFICE SUPPLIES	new grant exp		\$4,588	
BUA	2075-00-0215b-06-100-006-632-0000-400407-F-632ETHRS26-STATE GR -IL DHS HP -	STATE - PUBLIC WELFARE	new grant rev			\$4,588
			Journal 2026/1/108	Total	\$4588.00	\$4588.00

Fund: 2075 Regional Planning Commission  
Dept: 100 Regional Planning Commission  
Reason: Appropriation of Emergency and Transitional Housing Grant funding for the purchase of new equipment to improve shelter facilities.

Fund	Account Description	Debit	Credit
2075	REGIONAL PLANNING COMM		
	2075-00-0146t-00-000-000-000-0000-300101-BUDGETED REVENUES	\$4588.00	
	2075-00-0146t-00-000-000-000-0000-300301-APPROPRIATIONS		\$4588.00
Fund Total		4588	4588

RESOLUTION NO. 2026-25

BUDGET AMENDMENT

January 2026

FY 2026

WHEREAS, The County Board has approved the following amendment to the FY2026 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2026 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2026 budget.

Budget Amendment BUA 2026/1/84

Fund: 2679 Child Advocacy Center

Dept: 179 Child Advocacy Center

ACCOUNT DESCRIPTION

AMOUNT

Increased Appropriations:

800601 Leasehold Improvements

68,481.23

Total 68,481.23

Increased Revenue:

None: From Fund Balance

0

Total 0

REASON: Interfund loan to the Child Advocacy Center for facility-related expenses.

PRESENTED, ADOPTED, APPROVED by the County Board this 22<sup>nd</sup> day of January, A.D. 2026.

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

Recorded

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

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





Lisa Liggins-Chambers, Ph.D.  
Executive Director  
Champaign County Children's Advocacy Center (CAC)  
102 E. Main Street  
Urbana, IL 61801

January 9, 2026

Champaign County Board  
102 E. Main Street  
Urbana, IL 61801

Subject: CAC Facility Needs

Dear Members of the Champaign County Board,

On behalf of the Champaign County Children's Advocacy Center (CAC), I extend our sincere appreciation to the Champaign County Board for allowing CAC to relocate into the Scott Bennett Administrative Center. We are grateful for the County's continued support and partnership, which directly enhances our ability to serve children and families impacted by abuse throughout our community.

As CAC transitions into this new space, it is essential that the facility fully supports the confidentiality and privacy required when working with child victims and their non-offending caregivers. CAC provides trauma-informed services that frequently involve sensitive disclosures, forensic interviews, and therapeutic conversations. To remain aligned with best practices, ethical standards, and national accreditation requirements, the installation of walls or appropriate partitions is necessary to ensure sound privacy and a safe, confidential environment for our clients.

The relocation to the Scott Bennett Administrative Center has resulted in a lower projected FY26 budget for CAC, as several facility-related expenses have been reduced. This financial shift creates an opportunity to redirect available funds toward the installation of these necessary walls or partitions, which are critical to client confidentiality and effective service delivery. Given the importance of this need, this letter respectfully requests consideration of a loan from the County's General Fund to support their installation. Ideally, CAC would not be required to repay the County for these facility accommodations; however, if repayment is required, we are open to structuring terms that do not create a financial burden for CAC and include no penalty should repayment not occur.

We welcome the opportunity to work collaboratively with the County to establish reasonable terms and ensure that this space fully meets the needs of the vulnerable children and families we serve. Thank you for your continued support and commitment to protecting children in Champaign County.

Respectfully,

*Lisa Liggins-Chambers Ph.D.*

Lisa Liggins-Chambers, Ph.D.  
Executive Director  
Champaign County Children's Advocacy Center (CAC)

Journal Proof Report



Journal Number: 84 Year: 2026 Period: 1      Description: CAC Amend      Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
BUA	2679-00-0254t-02-179-000-000-0000-800601-	LEASEHOLD IMPROVEMENTS			\$68481.23	
			Journal 2026/1/84	Total	\$68481.23	\$0.00

Fund: 2679 Child Advocacy Center  
Dept: 179 Child Advocacy Center  
Reason: Interfund loan to the Child Advocacy Center for facility-related expenses.

Fund	Account Description	Debit	Credit
2679	CHILD ADVOCACY CENTER		
	2679-00-0146t-00-000-000-000-0000-300301- APPROPRIATIONS		\$68481.23
	2679-00-0146t-00-000-000-000-0000-300703- BUDGETARY FUND BALANCE	\$68481.23	
	Fund Total	68481.23	68481.23



## OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

102 E. Main Street, Urbana, Illinois 61801

Steve Summers, County Executive

### MEMORANDUM

**TO:** County Board Members  
**FROM:** Steve Summers, County Executive  
 Michelle Jett, Director of Administration  
 Kathy Larson, Economic Development Specialist/ARPA Project Manager  
**DATE:** January 14, 2026  
**RE:** ARPA Update

An ARPA project summary is listed below. Quarterly reporting is due to the Department of Treasury by January 31. Also attached to this memo are the financial overview and project timeline. Completed payments/projects include:

Affordable Housing Assistance	County ARPA Funds	Other Funds	Outcome Overview
C-U at Home low-barrier winter shelter services	\$150,000	\$438,012	12/20/2021 – 4/15/2022: Men's shelter served 161 unduplicated clients; Women's shelter served 41 unduplicated clients
Central Illinois Land Bank Authority	\$405,490	N/A	Provided funding for 12 rural housing rehabs in Champaign County for low income families
Habitat for Humanity	\$120,000	\$680,000	Assisted 4 house builds in Champaign County for low-to moderate income families
Housing Authority of Champaign County	\$675,000	\$825,000	Assistance toward renovations of the Emergency Family Shelter with 12 units
Broadband Projects	County ARPA Funds	Other Funds	Outcome Overview
Broadband Plan	\$85,500	N/A	Creation of broadband master plan for Champaign County
Community Violence Intervention	County ARPA Funds	Other Funds	Outcome Overview
A Vision to Succeed	\$45,000	N/A	238 male youths served by mentorship and beneficial programs
American Legion Stand Down events	\$20,000	\$3,779	Assisted 186 individuals and provided resources for homeless veterans
DREAAM Opportunity Center	\$500,000	N/A	Assisted 315 youth and families in proactive violence prevention programs
East Central Illinois Building & Construction Trades Council	\$200,000	N/A	Assisted 66 clients through the Apprenticeship Readiness Program
East Central Illinois Youth for Christ	\$65,000	N/A	Assisted purchase of multi-passenger vehicular bus to transport youth
Housing Authority landlord incentives	\$77,650	N/A	82 households with a total of 224 individuals were housed, 29 landlords and property management companies received incentives
Housing Authority supportive services	\$216,575	N/A	318 clients served and over 200 families/individuals housed

Mahomet Area Youth Club	\$240,000	N/A	Assisted out-of-school and after-school programs for over 300 youth
Trauma & Resilience Initiative	\$250,000	\$450,000	Supported 287 people by providing services to assist individuals and families impacted by community violence
Urbana Neighborhood Connections Center	\$65,000	N/A	Assisted purchase of multi-passenger vehicle to transport students
Veterans Affairs Stop the Violence (Robbie C. Walker)	\$165,000	N/A	Mental wellness initiative for Veterans, serving more than 180 people
YWCA Strive Program	\$100,000	\$71,900	Provided basic digital skills training for 39 clients, to improve workforce success
<b>County Department Projects</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
Assessment Exemption Monitoring	\$25,512	N/A	Administrative cost for 6 months of homestead exemption monitoring
Board of Review data & analytics	\$14,586	N/A	Property data and analytics for valuations, comparable, rates, appeals
Children's Advocacy Center counseling	\$15,035	N/A	Over 100 counseling appointments conducted with victims of abuse
Children's Advocacy Center flooring	\$19,760	N/A	Floor replacement due to permanent damage from increased client traffic
Circuit Clerk partitions	\$129,847	N/A	Protective/partition office dividers
Circuit Clerk equipment and technology	\$84,295	N/A	Purchase of technology equipment and updates to provide services
Coroner X-Ray unit	\$40,768	N/A	X-rays of decedents for Champaign County and additional counties; assist in serving as a regional mass fatality disaster response agency
County Board of Health Senior Study	\$45,000	\$13,914	Assist with Senior living needs assessment and market study
County Clerk equipment	\$228,960	N/A	Increase vote-by-mail processing capabilities, reduce reliance on in-person voting in response to the pandemic
County Clerk VBM Postage	\$78,589	N/A	Postage for vote-by-mail services
County Compensation Study	\$74,350	N/A	Employment classification and compensation analysis
County Plaza purchase	\$2,012,471	N/A	For County government services, classified under Revenue Replacement
County Total Rewards statements	\$13,000	N/A	Total rewards statements for employees and recruitment.
Employee premium pay	\$758,799	N/A	Assisted 530 eligible County employees
Human Resources Generalist	\$25,711	N/A	Employee retention and recruitment
Jail COVID Testing	\$20,216	FEMA	COVID testing of inmates
Jail full-body scanner	\$166,251	N/A	Assists with spatial distance to prevent and mitigate COVID
Planning & Zoning solid waste management services	\$10,000	N/A	Assistance toward solid waste management program services, waste collection event in Champaign County
Public Defender expert funding	\$85,000	N/A	Funding toward expert witnesses for criminal cases
Public Defender technology	\$21,637	N/A	Laptops, software, monitors to assist legal research, writing, discovery review, and client management

Sheriff's Office combatting community violence initiatives	\$37,193	N/A	Mentoring program, initiatives to enhance community-police relationship building; served 681 individuals
Sheriff's Office Mobile Command Post	\$507,531	N/A	Assists with community needs and community violence interventions
State's Attorney Office Digital Evidence Management System	\$408,442	N/A	Technology to process digital evidence in support of law enforcement response to violence in the community
<b>Early Learning Assistance</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
Early Childhood Facility	\$2,000,050	\$500,000	Assisting 64 children and families with early childhood learning services.
<b>Household Assistance</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
RPC household assistance	\$263,000	N/A	Assisted 338 households with bills for water, sewer, utilities, rent, mortgage
RPC summer cooling assistance	\$100,000	N/A	Assisted 191 households/516 individuals with utility payment support
UCSD past-due sewer / water bill assistance	\$150,000	N/A	Assisted 1,503 past-due (at least 60 days) residential accounts; maximum \$500 assistance per account
Village of Mahomet sewer bill assistance	\$25,000	N/A	Assisted 133 residential accounts
<b>Mental Health Services</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
Mental Health Board Contracts	\$592,897	\$1,235,574	Assisted over 1,002 clients and families with mental health assistance/services through 9 community programs
The Nest Postpartum Support	\$120,000	N/A	Assisted 91 families while their child was in the Neonatal Care Intensive Unit
<b>Non-Profit Assistance</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
Visit Champaign County Foundation	\$150,000	\$800,000	Improvements to Heritage Trail and Skelton Park
<b>Small Business Assistance</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
Champaign County EDC Talent Attraction Program	\$50,000	\$10,000	Connects newcomers with community assets & over 125 prospective employers
Justine PETERSEN Loan Program	\$250,000	\$2,250,000	Assisted interest rate & loan loss reserve for 148 disadvantaged small businesses
<b>Water Infrastructure Projects</b>	<b>County ARPA Funds</b>	<b>Other Funds</b>	<b>Outcome Overview</b>
Champaign County Environmental Stewards	\$650,000	\$2,200,000	Nonpoint source pollution prevention: household hazardous waste property prep
Penfield Water District	\$190,000	\$29,185	Replacement of hydropneumatic tank, serving 104 households
Seymour Water District	\$59,092	N/A	Replacement of water meters that serve 156 households
Triple Fork Drainage District	\$90,000	\$30,000	Culvert improvements, affecting 234 area households
Village of Ivesdale	\$175,000	\$863,242	Water distribution system improvements, serving 142 households
Village of Ludlow	\$340,000	\$2,510,000	Water treatment plant/distribution system improvements, serving 173 households

Village of Ogden	\$200,000	\$200,000	Stormwater drainage improvements, serving 96 households
Village of Pesotum	\$175,000	\$50,000	Stormwater drainage system improvements, serving 550 households
Village of Royal	\$200,000	\$750,000	Water treatment plant improvements, serving 139 households
Village of St. Joseph	\$200,000	\$1,271,321	Storm sewer reconstruction design work, serving 1,431 households

Contracts/IGAs that are being implemented:

1. Administration
  - ARPA project management coordination with RPC
2. Affordable Housing Assistance
  - Cunningham Township emergency and transitional housing – serving 339 clients to date
3. Broadband Projects
  - Broadband advocacy with Champaign County Farm Bureau
  - Finley Engineering broadband consulting services
  - Volo connectivity for HACC properties - underway
  - Volo rural broadband infrastructure - underway
4. Community Violence Intervention
  - Chamber iRead iCount for young students – serving 735 children to date
  - Crime Stoppers rewards for anonymous crime reporting – 20 tipsters, 88 arrests to date
  - H3 Coalition/FirstFollowers: assisting 500 clients to date
  - RPC SLEEP Program: assisting 51 clients to date
  - Urbana Park District health and wellness facility: facility open
5. County Department Projects
  - Animal Control services & software
  - County records digitization
  - County drainage district coordination
  - Facility projects
  - IT cybersecurity, equipment, and upgrades
  - Jail consolidation project
  - Treasurer’s office staff and equipment
6. Household Assistance
  - RPC/Townships household rent assistance: assisting 102 clients to date
7. Non-Profit Assistance
  - New American Welcome Center at the University YMCA – assistance for mental health and language barrier services via Immigrant Service Organizations; 634 individuals to date
8. Small Business Assistance
  - Chamber of Commerce eCommerce platform – 8 vendors to date
  - Chamber of Commerce micro loan program – 12 businesses to date
  - Champaign County EDC small business assistance – 31 businesses to date
9. Water Infrastructure Projects
  - Champaign County Farm Bureau nonpoint source pollution prevention: cover crop program underway
  - City of Champaign Garden Hills improvements – work underway
  - Mahomet Aquifer Mapping with the University of Illinois data collection
  - Pesotum Consolidated Drainage District stormwater drainage system improvements
  - Sangamon Valley Public Water District northward expansion design work, serving 123 potential future customers



	Projected 2021	Actual 2021 (12/31/2021)	Projected 2022	Actual 2022 (12/31/2022)	Projected 2023	Actual 2023 (12/31/2023)	Projected 2024	Actual 2024 (12/31/2024)	Projected 2025	Actual 2025 (11/30/2025)	Projected 2026	Projected Totals
<b>INCOME</b>												
Dept of Treasury	\$20,364,815	\$20,364,815	\$20,364,815	\$20,364,815								\$40,729,630
Investment Interest (flex funds)	\$40,000	\$10,963	\$195,211	\$206,995	\$120,000	\$348,551		\$108,419	\$1,204	\$1,204		\$676,133
<b>TOTAL INCOME</b>	<b>\$20,404,815</b>	<b>\$20,375,778</b>	<b>\$20,560,026</b>	<b>\$20,571,810</b>	<b>\$120,000</b>	<b>\$348,551</b>	<b>\$0</b>	<b>\$108,419</b>	<b>\$1,204</b>	<b>\$1,204</b>	<b>\$0</b>	<b>\$41,405,763</b>
<b>EXPENSES</b>												
<b>Administration</b>												
Administration & Auditor Costs			\$23,531	\$23,531	\$100	\$95	\$540	\$540	\$760	\$760		\$24,926
RPC Project Management Services	\$49,862	\$33,609	\$103,803	\$93,455	\$106,917	\$104,933	\$110,124	\$112,112	\$126,727	\$89,568	\$130,130	\$600,965
<i>Administration Subtotal</i>	<i>\$49,862</i>	<i>\$33,609</i>	<i>\$127,334</i>	<i>\$116,986</i>	<i>\$107,017</i>	<i>\$105,028</i>	<i>\$110,664</i>	<i>\$112,652</i>	<i>\$127,487</i>	<i>\$90,328</i>	<i>\$130,130</i>	<i>\$625,891</i>
<b>Affordable Housing Assistance</b>												
C-U at Home			\$150,000	\$150,000								\$150,000
Central Illinois Land Bank Authority			\$250,000	\$0	\$560,000	\$15,000	\$390,490	\$390,490				\$405,490
Cunningham Township					\$350,000	\$0	\$350,000	\$122,303	\$227,697	\$142,467	\$85,230	\$350,000
Habitat for Humanity			\$120,000	\$0	\$120,000	\$120,000						\$120,000
Housing Authority of Champaign Co.			\$675,000	\$0	\$675,000	\$0	\$675,000	\$0	\$675,000	\$675,000		\$675,000
<i>Affordable Housing Subtotal</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,195,000</i>	<i>\$150,000</i>	<i>\$1,705,000</i>	<i>\$135,000</i>	<i>\$1,415,490</i>	<i>\$512,793</i>	<i>\$902,697</i>	<i>\$817,467</i>	<i>\$85,230</i>	<i>\$1,700,490</i>
<b>Broadband Projects</b>												
Professional Services			\$222,350		\$139,610	\$0	\$0	\$0				\$0
CCFB - Broadband Advocacy			\$31,750	\$15,875	\$15,875	\$0	\$15,875	\$0	\$15,875		\$15,875	\$31,750
Finley/CCG Consulting			\$113,600	\$110,000	\$95,288	\$4,993	\$51,737	\$19,095	\$38,559	\$2,654	\$68,547	\$205,288
General/Other Prof. Services			\$2,800	\$2,719								\$2,719
UI - Broadband Survey			\$29,500	\$25,634								\$25,634
Capital												
NextLink Rural Broadband			\$1,200,000	\$0	\$4,700,000	\$0	\$0	\$0				\$0
Volo Rural Broadband			\$1,200,000	\$0	\$4,700,000	\$0	\$4,000,000	\$0	\$4,700,000	\$3,097,780	\$6,302,220	\$9,400,000
Volo HACC Properties Broadband			\$200,000	\$0	\$195,000	\$0	\$97,500	\$113,124	\$81,876	\$81,876		\$195,000
<i>Broadband Projects Subtotal</i>	<i>\$0</i>	<i>\$0</i>	<i>\$3,000,000</i>	<i>\$154,228</i>	<i>\$9,845,773</i>	<i>\$4,993</i>	<i>\$4,165,112</i>	<i>\$132,219</i>	<i>\$4,836,310</i>	<i>\$3,182,310</i>	<i>\$6,386,642</i>	<i>\$9,860,391</i>
<b>Community Violence Intervention</b>												
A Vision to Succeed			\$15,000	\$7,500	\$22,500	\$13,554	\$23,946	\$23,946				\$45,000
American Legion Stand Down					\$20,000	\$10,000	\$10,000	\$10,000				\$20,000
Chamber Read iCount					\$320,160	\$54,528	\$158,912	\$15,151	\$250,481	\$88,115	\$162,366	\$320,160
Crime Stoppers			\$100,000	\$25,000	\$75,000		\$75,000	\$26,181	\$48,819		\$48,819	\$100,000
DREAM			\$500,000	\$0	\$500,000	\$200,323	\$299,677	\$251,839	\$47,838	\$47,838		\$500,000
East Central IL Building & Const. Trades					\$200,000		\$200,000	\$106,152	\$93,848	\$93,848		\$200,000
East Central IL Youth for Christ							\$65,000	\$65,000				\$65,000
H3 Coalition/FirstFollowers			\$500,000	\$62,500	\$687,500	\$324,300	\$363,200	\$126,460	\$236,740	\$130,063	\$106,676	\$750,000
Housing Authority Supportive Serv.			\$300,000	\$83,419	\$216,581	\$216,575						\$299,994
Housing Authority Landlord Inc.			\$85,000	\$7,350	\$77,650	\$77,650						\$85,000
Mahomet Area Youth Club					\$240,000	\$60,000	\$180,000	\$180,000				\$240,000
<del>RPC SLEEP Program</del>					\$500,000		\$500,000	\$44,036	\$455,964	\$47,869	\$408,095	\$500,000
<del>Trauma &amp; Resilience Initiative</del>					\$250,000	\$55,158	\$194,842	\$117,897	\$76,945	\$76,945		\$250,000
Urbana Neighborhood Connections Ctr.							\$65,000	\$65,000				\$65,000
Urbana Park District					\$500,000	\$500,000						\$500,000
Veterans Affairs Stop the Violence					\$165,000	\$58,150	\$106,850	\$73,860	\$32,990	\$32,990		\$165,000

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YWCA Strive Program					\$100,000	\$25,000	\$75,000	\$54,691	\$20,309	\$20,309		\$100,000
<i>Community Violence Intervention Subtotal</i>	\$0	\$0	\$1,500,000	\$185,769	\$3,874,391	\$1,595,238	\$2,317,427	\$1,160,213	\$1,263,935	\$337,978	\$725,956	\$4,205,154
<b>County Department Projects</b>												
Animal Control Services					\$75,000	\$691	\$74,309	\$34,291	\$40,018	\$20,000	\$20,018	\$75,000
Animal Control Software					\$67,765	\$43,129	\$40,956	\$27,600	\$13,356	\$1,231	\$12,125	\$84,085
Assessment Exemption Monitoring					\$25,512	\$25,512						\$25,512
Board of Review Data & Analytics							\$14,586	\$14,586				\$14,586
Children's Advocacy Center Flooring			\$19,760	\$19,760								\$19,760
Children's Advocacy Center Counseling					\$15,000	\$15,035						\$15,035
Circuit Clerk Digitization Equip			\$30,000	\$6,123	\$23,877	\$23,877						\$30,000
Circuit Clerk Court Technology			\$85,055	\$84,295								\$84,295
Circuit Clerk Partition Office Furn.			\$129,847	\$129,847								\$129,847
Coroner X-Ray Unit					\$41,000	\$40,768						\$40,768
County Board of Health Senior Study							\$45,000	\$45,000				\$45,000
Co Clerk/Admin/Treas/Cor Digitization			\$475,000	\$147,188	\$1,257,000	\$199,280	\$1,328,009	\$490,980	\$837,029	\$719,421	\$117,609	\$1,674,477
County Clerk Equipment			\$228,960	\$228,960	\$10,000	\$10,000	\$0					\$238,960
County Clerk VBM Postage			\$95,000	\$78,589				\$74,350				\$78,589
County Exec. Compensation Study												\$74,350
County Exec. Drainage District Coord.							\$35,000	\$6,366	\$28,634	\$13,338	\$15,296	\$35,000
County Exec. Total Reward Stments					\$13,000		\$13,000	\$13,000				\$13,000
County Plaza Purchase & Costs			\$2,012,471	\$2,012,471								\$2,012,471
Court Services Digital Kiosk			\$6,000	\$0								\$0
Court Services Equipment			\$6,989	\$0								\$0
Emergency Management Services							\$0					\$0
Facilities - Bennett Building									\$186,293	\$186,293		\$186,293
Facilities - Coroner									\$62,379	\$10,100	\$52,279	\$62,379
Facilities - Courthouse									\$796,935	\$180,952	\$615,984	\$796,935
Facilities - JDC									\$38,792	\$30,042	\$8,750	\$38,792
Facilities - Pope Jail									\$140,174	\$140,174		\$140,174
Human Resources Generalist					\$35,000	\$25,649	\$62	\$62				\$25,711
IT A/V Equipment			\$40,000	\$29,600	\$5,000	\$5,000						\$34,600
IT Cybersecurity					\$125,000	\$13,494	\$111,506	\$56,345	\$55,161		\$55,161	\$125,000
IT Email Archival & Doc Mgmnt					\$275,000	\$0	\$275,000	\$0	\$275,000	\$254,405	\$20,595	\$275,000
IT Laptop Replacement			\$3,219	\$3,219			\$120,000	\$0	\$120,000	\$17,254	\$102,746	\$123,219
IT Multi-factor Authentication			\$44,383	\$44,383								\$44,383
Other Equipment (flex funds)			\$26,525	\$0								\$0
Planning & Zoning (solid waste mgmnt)					\$10,000	\$10,000						\$10,000
Premium Pay			\$758,799	\$758,799								\$758,799
Public Defender Expert Funding					\$35,000	\$13,570	\$71,430	\$29,340	\$42,090	\$42,090		\$85,000
Public Defender Technology					\$21,637	\$21,637						\$21,637
Sheriff's Office Community Resource			\$12,500	\$9,917	\$7,500	\$7,500						\$17,417
Sheriff's Office COVID Testing			\$20,216	\$20,216								\$20,216
Sheriff's Office Explorer Mentorship			\$12,500	\$12,367	\$7,500	\$7,410						\$19,777
Sheriff's Office Full Body Scanner			\$166,251	\$166,251								\$166,251
Sheriff's Office Jail Project					\$5,133,357	\$0	\$5,133,357	\$2,688,723	\$2,444,634	\$1,381,617	\$1,063,016	\$5,133,357



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Sheriff's Office Mobile Command Post					\$514,444	\$514,444						\$514,444
Sheriff's Office Updated Camera Syst.					\$1,350,000	\$0	\$1,350,000	\$0	\$125,427		\$125,427	\$125,427
State's Attorney Digital Evidence Syst.			\$188,317	\$188,317	\$113,529	\$111,414	\$108,711	\$108,711				\$408,442
Treasurer's Office Costs							\$194,412	\$16,594	\$177,818	\$69,640	\$108,178	\$194,412
To Be Determined (flex funds)			\$0	\$0	\$12,030	\$0	\$0					\$0
<b>County Department Projects Subtotal</b>	\$0	\$0	\$4,361,791	\$3,940,300	\$9,173,151	\$1,088,409	\$8,989,689	\$3,605,948	\$5,383,740	\$3,066,557	\$2,317,184	\$14,018,398
<b>Early Learning Assistance</b>												
Early Childhood Facility			\$2,000,000	\$25	\$1,999,975	\$2,000,025						\$2,000,050
<b>Early Learning Assistance Subtotal</b>	\$0	\$0	\$2,000,000	\$25	\$1,999,975	\$2,000,025	\$0	\$0	\$0	\$0	\$0	\$2,000,050
<b>Household Assistance</b>												
RPC Household Assistance			\$263,000	\$263,000								\$263,000
RPC/Townships Rent/Household Assist							\$50,000	\$30,000	\$20,000	\$20,000		\$50,000
RPC Summer Cooling Assistance							\$100,000	\$100,000				\$100,000
SVPWD Sewer Bill Assistance			\$12,000	\$0	\$0	\$0						\$0
UCSD Sewer Bill Assistance			\$150,000	\$150,000								\$150,000
Village of Mahomet Sewer Bill Assist.			\$25,000	\$25,000								\$25,000
<b>Household Assistance Subtotal</b>	\$0	\$0	\$450,000	\$438,000	\$0	\$0	\$150,000	\$130,000	\$20,000	\$20,000	\$0	\$588,000
<b>Mental Health Services</b>												
Mental Health Board Contracts	\$770,436	\$373,276	\$269,625	\$219,621								\$592,897
The Nest Postpartum					\$120,000	\$30,000	\$90,000	\$61,697	\$28,304	\$28,304		\$120,000
<b>Mental Health Services Subtotal</b>	\$770,436	\$373,276	\$269,625	\$219,621	\$120,000	\$30,000	\$90,000	\$61,697	\$28,304	\$28,304	\$0	\$712,897
<b>Non-Profit Assistance</b>												
Immigrant Service Organizations			\$250,000	\$83,333	\$416,667	\$154,700	\$261,967	\$167,031	\$94,936	\$68,250	\$26,686	\$500,000
VCCF Assistance - Heritage/Skelton					\$150,000	\$100,000	\$50,000	\$0	\$50,000	\$50,000		\$150,000
<b>Non-Profit Assistance Subtotal</b>	\$0	\$0	\$250,000	\$83,333	\$566,667	\$254,700	\$311,967	\$167,031	\$144,936	\$118,250	\$26,686	\$650,000
<b>Small Business Assistance</b>												
Chamber: eCommerce			\$114,000	\$22,800	\$91,200	\$65,413	\$25,787	\$0	\$25,787	\$453	\$25,334	\$114,000
Chamber: MicroLoan Program			\$186,000	\$18,600	\$167,400	\$116,400	\$51,000	\$0	\$51,000		\$51,000	\$186,000
EDC: Low Hurdle Grant Program			\$400,000	\$0	\$400,000	\$0	\$400,000	\$0	\$400,000		\$400,000	\$400,000
EDC: Talent Attraction			\$50,000	\$15,000	\$35,000	\$35,000						\$50,000
Justine Petersen: Loan Program			\$250,000	\$25,000	\$225,000	\$199,344	\$25,656	\$25,656				\$250,000
<b>Small Business Assistance Subtotal</b>	\$0	\$0	\$1,000,000	\$81,400	\$918,600	\$416,157	\$502,443	\$25,656	\$476,787	\$453	\$476,334	\$1,000,000
<b>Water Infrastructure Projects</b>												
CCES - HHW Project Assistance			\$650,000	\$162,500	\$487,500	\$388,787	\$98,713	\$0	\$98,713	\$98,713		\$650,000
City of Champaign Garden Hills					\$2,000,000				\$2,000,000		\$2,000,000	\$2,000,000
Cover Crop Program Assistance			\$245,000	\$122,500	\$122,500		\$122,500	\$122,500				\$245,000
Mahomet Aquifer Mapping			\$500,000	\$211,203	\$288,797	\$252,331	\$36,466	\$34,644	\$1,822	\$1,758		\$500,000
Rural Water Project Assistance												
Penfield Water District			\$190,000	\$0	\$190,000	\$0	\$190,000	\$190,000				\$190,000
Pestotum Cons. Drainage District			\$75,000	\$0	\$75,000	\$0	\$75,000	\$0	\$75,000	\$75,000		\$75,000
<b>1 Sangamon Valley Public Water Dist.</b>			\$500,000	\$93,575	\$406,425	\$256,999	\$149,426	\$34,123	\$115,303	\$15,690	\$99,613	\$500,000
<b>6 Seymour Water District</b>			\$60,000	\$0	\$60,000	\$41,834	\$17,258	\$17,258				\$59,092
Triple Fork Drainage District			\$90,000	\$90,000								\$90,000
Village of Ivesdale			\$175,000	\$118,114	\$56,886	\$56,886						\$175,000
Village of Ludlow			\$340,000	\$228,638	\$111,362	\$111,362	\$108,000	\$0	\$108,000	\$108,000		\$448,000

	Projected 2021	Actual 2021 (12/31/2021)	Projected 2022	Actual 2022 (12/31/2022)	Projected 2023	Actual 2023 (12/31/2023)	Projected 2024	Actual 2024 (12/31/2024)	Projected 2025	Actual 2025 (11/30/2025)	Projected 2026	Projected Totals
Village of Ogden			\$200,000	\$0	\$200,000	\$200,000						\$200,000
Village of Pesotum			\$175,000	\$12,848	\$162,152	\$18,170	\$143,981	\$6,726	\$137,255	\$137,255		\$175,000
Village of Royal			\$200,000	\$0	\$200,000	\$0	\$200,000	\$128,052	\$71,948	\$71,948		\$200,000
Village of St. Joseph			\$100,000	\$0	\$100,000	\$4,184	\$195,816	\$195,816				\$200,000
<i>Water Infrastructure Projects Subtotal</i>	\$0	\$0	\$3,500,000	\$1,039,378	\$4,460,622	\$1,330,554	\$1,337,160	\$729,119	\$2,608,042	\$508,364	\$2,099,613	\$5,707,092
<b>TOTAL EXPENSES</b>	<b>\$820,298</b>	<b>\$406,885</b>	<b>\$17,653,750</b>	<b>\$6,409,040</b>	<b>\$32,771,196</b>	<b>\$6,960,102</b>	<b>\$19,389,953</b>	<b>\$6,637,328</b>	<b>\$15,792,237</b>	<b>\$8,370,010</b>	<b>\$12,247,774</b>	<b>\$41,068,363</b>

# ARPA Projects/Tasks Timeline

<div> <div></div> Completed Current Tasks for Topic </div> <div> <div>*</div> In Process/Priority </div> <div> <div></div> Projected for Future </div>												
Champaign County ARPA Funds Project List 1/2026 - 12/2026 (as of 1/2026 working draft)	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026	Oct 2026	Nov 2026	Dec 2026
<b>Administration</b>												
Coordination regarding ARPA rules, regulations, updates	*											
Coordination regarding ARPA reporting requirements	*											
Coordination and analysis of data for reporting	*											
Coordination of ARPA payments and documentation	*											
Communication with recipients, partners, board, staff, others	*											
Coordinate on terms of contracts	*											
Evaluate active projects with intended outcomes	*											
Work with recipients on performance reporting	*											
Submission of reports to Department of Treasury	*											
<b>Affordable Housing Assistance</b>												
Contract/funding/reporting - Cunningham Township	*											
<b>Broadband Projects</b>												
Coordination with broadband professional services	*											
Contract/funding/reporting - CCFB for broadband advocacy	*											
Contract/funding/reporting - Volo for HACC properties	*											
Contract/funding/reporting - Volo for rural broadband	*											
<b>Community Violence Intervention</b>												
Contract/funding/reporting - Chamber iRead iCount	*											
Contract/funding/reporting - Crime Stoppers	*											
Contract/funding/reporting - H3 Coalition	*											
Contract/funding/reporting - RPC SLEEP Program	*											
Contract/funding/reporting - Urbana Park District	*											
<b>County Department Projects</b>												
Coordination with departments on purchase/projects	*											
<b>Household Assistance</b>												
Contract/funding/reporting - RPC household assistance	*											
<b>Non-Profit Organization Assistance</b>												
Contract/funding/reporting - Immigrant Service Orgs	*											
<b>Small Business Assistance</b>												
Contract/funding/reporting - Chamber eCommerce	*											
Contract/funding/reporting - Chamber micro loans	*											
Contract/funding/reporting - EDC business assistance	*											
<b>Water Infrastructure Project Assistance</b>												
Contract/funding/reporting - City of Champaign Garden Hills	*											
Contract/funding/reporting - Cover Crop Program	*											
Contract/funding/reporting - Mahomet Aquifer Mapping	*											
Contract/funding/reporting - SVPWD	*											

RESOLUTION NO. 2026-26

RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS IN THE  
ADMINISTRATIVE SERVICES DEPARTMENT – PROGRAM DIRECTOR, THERAPIST,  
CASE MANAGER AND FAMILY ENGAGEMENT SPECIALIST

WHEREAS, the County Board has approved the Champaign County Salary Administration Guidelines, which documents the process for the creation of new positions and re-evaluation of existing positions within Champaign County government; and

WHEREAS, pursuant to the Champaign County Salary Administration Guidelines, the Champaign County Executive has requested the creation of the grant-funded Program Director, Therapist, Case Manager and Family Engagement Specialist positions for administration of the Juvenile Redeploy Illinois Grant; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of the Program Manager position, to be assigned to grade range H, in the Administrative Services Department; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of the Therapist position, to be assigned to grade range G, in the Administrative Services Department; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole recommends to the County Board approval of the creation of the Case Manager position, to be assigned to grade range F, in the Administrative Services Department; and

WHEREAS, The Policy, Personnel and Appointments Committee of the Whole also recommends to the County Board approval of the creation of the Family Engagement Specialist position, to be assigned to grade range F, in the Administrative Services Department; and

NOW, THEREFORE, BE IT RESOLVED that the Champaign County Board approves amending the schedule of authorized positions in the Administrative Services Department by creating the grant-funded Program Director position, to be assigned to grade range H, creating the grant-funded Therapist position, to be assigned to grade range G, creating the grant-funded Case Manager position, to be assigned to grade range F, and creating the grant-funded Family Engagement Specialist position, to be assigned to grade range F.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 22<sup>nd</sup> day of January, A.D. 2026.

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

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

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



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

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

**Steve Summers, County Executive**

# **MEMO**

To: Beth Vanichtheeranont, Policy, Personnel, and Appointments Committee Chair  
From: Steve Summers, Champaign County Executive  
Date: January 9, 2026  
Re: Department Structure

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The Facilities Director position has been vacant for 6 months, and we have taken this opportunity to evaluate the department structure. It has been determined that the following changes will improve functionality, be cost efficient, and set the County up for better property and grounds management and maintenance. The following requests do not require any additional personnel appropriations.

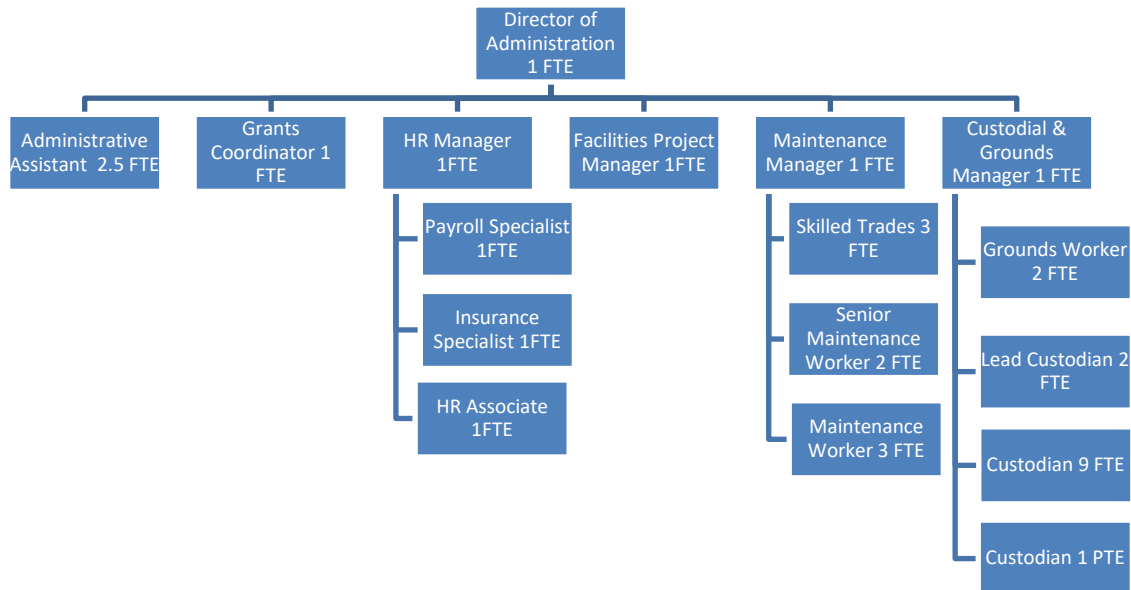
- Elimination of the Facilities Director and Building and Grounds Manager positions.
- Creation of 3 positions:
  - o Maintenance Manager
    - Responsible for supervising all 8 Maintenance employees and ensures buildings are promptly and properly maintained. Full job description attached.
    - Non-bargaining, Grade J, Salary Range of \$30.85-\$46.25/hour
    - Currently the Building and Grounds Manager is responsible for managing the maintenance, grounds, and custodial staff. This division would allow for more focused attention on specific areas.
  - o Custodial and Grounds Manager
    - Responsible for supervising all 14 Custodial & Grounds employees, ensures buildings are kept clean and sanitary and grounds are kept maintained and professional. Full job description attached.
    - Non-bargaining, Grade I, Salary Range \$26.98-\$40.47/hour
    - Currently the Building and Grounds Manager is responsible for managing the maintenance, grounds, and custodial staff. This division would allow for more focused attention on specific areas.
  - o Facilities Project Manager
    - Responsible for managing construction projects from concept to completion, identifying and monitoring preventative maintenance, and inventory of all Physical Plant assets. Full job description attached.
    - Non-bargaining, Grade J, Salary Range of \$30.85-\$46.25/hour
    - Currently the County uses architectural and engineering firms to manage most of the construction projects. While there will always be some projects so complex they need an outside firm for management, this position should be able to reduce the amount of projects that use an

outside firm for management. Totals spent by the County for the following firms:

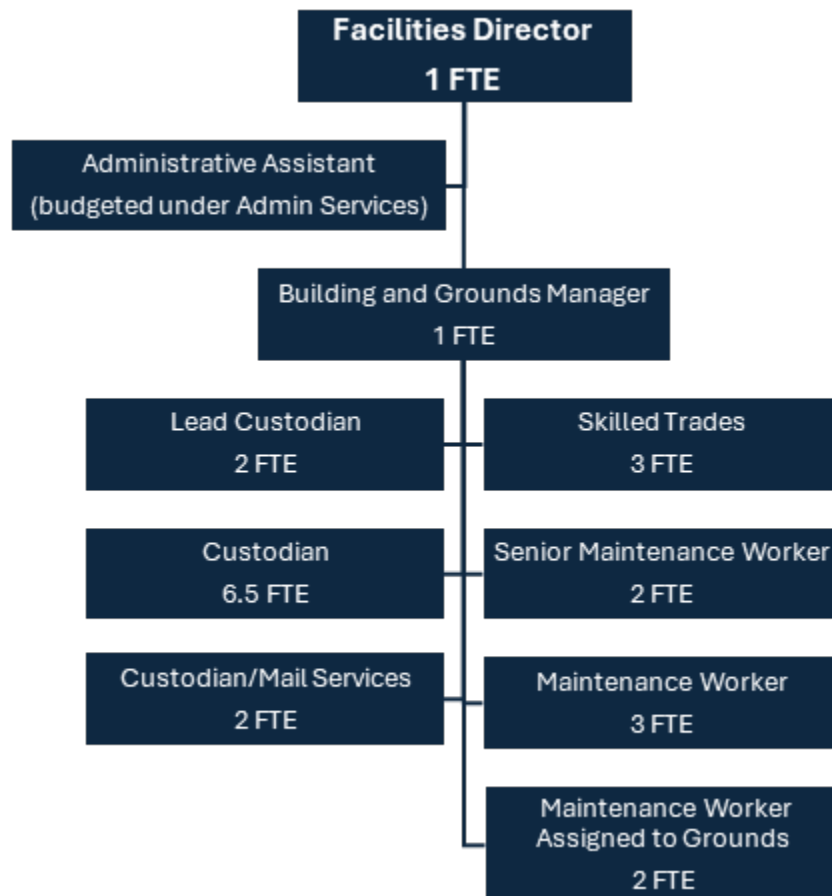
- Bailey Edwards - architectural
  - 2025 \$71,325.00
  - 2024 \$216,092.75
  - 2023 \$443,936.00
  - 2022 \$1,905,141.99 \*Bennett renovation project
- Reifsteck Reed – architectural
  - 2025 \$215,189.93
  - 2024 \$188,926.84
  - 2023 \$326,336.05
  - 2022 \$1,328,519.79 \*Jail consolidation project
- GHR - engineering
  - 2025 \$37,359.52
  - 2024 \$31,912.46
  - 2023 \$37,264.09
  - 2022 \$42,164.00
- Shift overall supervision of the Facilities Department under the Director of Administration position. See proposed org chart below.

I am requesting the approval of the new job descriptions for Maintenance Manager, Custodial and Grounds Manager, and Facilities Project Manager, and approval of the below listed proposed organizational chart. The new positions have been graded by the Job Content Evaluation Committee and are in the appropriate grade for their responsibility and supervisory requirements. I am not requesting any additional personnel funds for this change and none of these changes are to union positions.

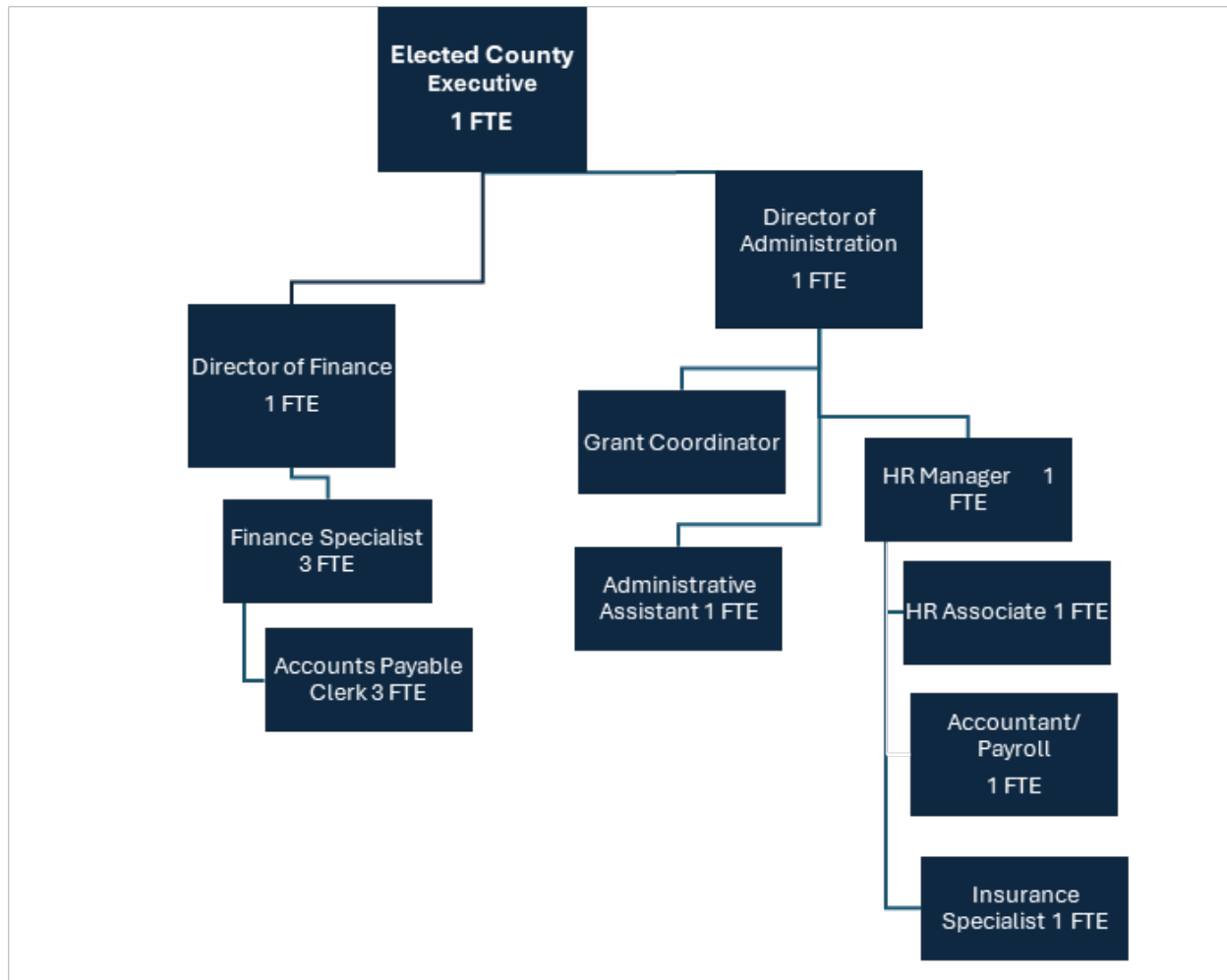
## PROPOSED ORG CHART



## CURRENT FACILITIES DEPARTMENT ORG CHART



## CURRENT ADMINISTRATIVE SERVICES DEPARTMENT ORG CHART





## **Champaign County Job Description**

**Job Title:** Maintenance Manager

**Department:** Physical Plant

**Reports To:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** J

**Employment Status:** Non-Bargaining

**Prepared Date:** December 2025

**SUMMARY** Supervises all Maintenance employees and ensures buildings are promptly and properly maintained.

**SUPERVISORY RESPONSIBILITIES** - This is a supervisory position

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Plans, organizes and supervises the activities of maintenance staff in proper repair and maintenance of mechanical equipment and systems of county buildings;
- Interviews, selects, and evaluates maintenance worker staff; provides direction and assignments; provides staff training, as needed;
- Prepares, presents, and monitors the maintenance portions of the physical plant budgets; administers and monitors the annual maintenance budgets;
- Obtains cost estimates for supplies; obtains supplies and repair parts from distributors; maintains inventory of supplies; orders new equipment;
- Assists all maintenance workers with daily tasks, as needed;
- Performs outside custodial duties, such as snow removal as needed;
- Responds to emergency requests, on a 24-hour basis, as needed;
- Ensures daily, weekly and monthly reports on building and equipment maintenance procedures are completed by maintenance staff.
- Performs related work as required.

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

**EDUCATION and/or EXPERIENCE** associate's degree in construction technology or related field and responsible facilities maintenance experience (5-7 years) involving the maintenance and repair of buildings and grounds, as well as experience in supervising a staff of maintenance personnel; or any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities.

**LANGUAGE SKILLS** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to other employees of the organization.

**MATHEMATICAL SKILLS** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret technical drawings, schematics or blueprints.

**REASONING ABILITY** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS**

- Skilled or licensed in at least one of the following trades: plumbing, electrical or master level carpentry.
- Illinois Driver's License; safe driving record; and proof of insurability;
- Security Clearance issued by the Champaign County Sheriff.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; and talk; or hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; and vibration. The noise level in the work environment is usually moderate and occasionally loud.

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

## **Champaign County Job Description**

**Job Title:** Custodial & Grounds Manager

**Department:** Physical Plant

**Reports To:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** I

**Employment Status:** Non-Bargaining

**Prepared Date:** December 2025

**SUMMARY** Supervises all Custodial & Grounds employees, ensures buildings are kept clean and sanitary and grounds are kept maintained and professional.

**SUPERVISORY RESPONSIBILITIES** - This is a supervisory position

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Responsible for the care of the grounds for all county-owned facilities;
- Responsible for the cleanliness of all county-owned facilities;
- Plans, organizes and supervises the activities of Custodial & Grounds staff;
- Interviews, selects, and evaluates Custodial & Grounds staff; provides direction and assignments; provides staff training, as needed;
- Prepares, presents, and monitors the Custodial & Grounds portions of the physical plant budgets; administers and monitors the annual Custodial & Grounds budgets;
- Obtains cost estimates for supplies; obtains supplies and repair parts from distributors; maintains inventory of supplies; orders new equipment;
- Assists all Custodial & Grounds staff with daily tasks, as needed;
- Manages the daily operation of the county mail;
- Manages the oversight of county parking lot operations;
- Monitors for, assigns, and ensures timely and safe completion of snow removal, may do snow removal themselves as needed;
- Ensures daily, weekly and monthly reports are completed by Custodial & Grounds staff.
- Performs related work as required.

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

**EDUCATION and/or EXPERIENCE** associate's degree; plus 5-7 years of relevant experience, as well as experience in supervising a staff of grounds and building maintenance personnel; or any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities.

**LANGUAGE SKILLS** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively

present information in one-on-one and small group situations to other employees of the organization.

**MATHEMATICAL SKILLS** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret technical drawings, schematics or blueprints.

**REASONING ABILITY** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

#### **CERTIFICATES, LICENSES, REGISTRATIONS**

- Illinois Driver's License; safe driving record; and proof of insurability;
- Security Clearance issued by the Champaign County Sheriff.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; and talk; or hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; and vibration. The noise level in the work environment is usually moderate and occasionally loud.

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

## **Champaign County Job Description**

**Job Title:** Facilities Project Manager

**Department:** Physical Plant

**Reports to:** Director of Administration

**FLSA Status:** Exempt

**Grade Range:** J

**Prepared Date:** December 2025

**SUMMARY** Responsible for managing construction projects from concept to completion, identifying and monitoring preventative maintenance, and inventory of all Physical Plant assets.

**SUPERVISORY RESPONSIBILITIES** This job does not exercise supervisory responsibilities.

**PRIMARY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Plans, organizes, and coordinates county construction and remodeling projects;
- Coordinates the utilization of contract services providers in maintaining, repairing, and operating county buildings and facilities; prepares and oversees the development of bid specifications for county maintenance materials, and equipment;
- Coordinates the implementation of energy conservation initiatives and projects to reduce utility costs of county owned buildings; and recommends infrastructure upgrades, and space condition utilization to contribute toward sustainable facilities;
- Develops and maintains schedule for preventative maintenance procedures and completes maintenance records for all equipment;
- In coordination with the Maintenance Manager and the Building & Grounds Manager, recommends replacement of equipment whenever necessary and evaluates new equipment for its durability and values;
- Obtains cost estimates for supplies, parts and equipment repair; orders supply and maintains inventory of parts;
- Maintains records of completed maintenance and repair work;
- Maintains, audits, and updates Physical Plant asset list;
- Attends meetings with various departmental personnel, as requested by the Director of Administration, to plan and prioritize facilities projects;
- Assists with the preparation of the annual department budget and monitors spending throughout the year, informing Director of Administration of any budgetary issues;
- Performs related work as required.

### **KNOWLEDGE, SKILLS and ABILITIES**

- Experience with public-sector construction projects preferred.
- Demonstrated knowledge of construction methods, materials, building codes, and safety regulations.
- Proven ability to develop, monitor, and manage project budgets and schedules.

- Strong contract administration skills, including experience with bidding, procurement, and managing contractors.
- Excellent written and verbal communication skills, with the ability to present information clearly to staff, contractors, board members, and the public

#### **EDUCATION and/or EXPERIENCE**

- Bachelor's degree in Construction Management, Civil Engineering, Architecture, Project Management, or related field; or six (6) years of progressively responsible experience in construction project management in lieu of a degree.
- Minimum of three (3) years of progressively responsible experience in construction project management, preferably including public works, parks, or municipal projects.
- Professional certifications such as PMP (Project Management Professional), CCM (Certified Construction Manager), or equivalent preferred.

#### **CERTIFICATES, LICENSES, REGISTRATIONS**

- Illinois Driver's License; safe driving record; and proof of insurability;
- Security Clearance issued by the Champaign County Sheriff.

#### **PHYSICAL DEMANDS**

Work requires sufficient physical strength, agility, endurance, dexterity and hand-eye-foot coordination to perform all essential duties. Work requires sitting for long periods of time, standing and walking, and kneeling, crawling, bending, climbing stairs and ladders. May be called after regular working hours to respond to emergency maintenance and repair needs.

#### **WORK ENVIRONMENT**

The work is performed primarily in an office; and at various locations throughout the county. Work may expose employee to potential chemical hazards; potential biological hazards; and potential physical hazards. Work requires the use of safety clothing and equipment, and compliance with safety rules and procedures, as needed.