

# Committee of the Whole

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## September 13, 2011 Handouts

1. Item IX,A1: Documents distributed by Jed Gerdes regarding Willow Branch Drainage District -
2. Purchases not following purchasing policy
3. 2010 Annual Animal Control Report
4. Handouts for Finance Agenda Item E – County Administrator
5. Item IX. E1: Procedural Recommendation for Review of Closed Session Minutes

George

Last month Willow Branch had their yearly meeting and paid all of our bills for the year.

When we got through we only had \$2700 left. We were advised to keep some for emergency.

So we decided to give you and Bill Wilson \$1500 of it. I wish we could have paid more but couldn't. You will have to give Jed part of it.

Thank You

Charles Steffy

# STARK

EXCAVATING, INC.

1805 W. WASHINGTON ST.  
BLOOMINGTON, IL 61701  
309 828-5034

## Invoice 46651

Bill to: JED GERDES 1448 COUNTY RD 2700 EAST OGDEN, IL 61859	Job: 10039 IL RT 49 BOX CULVERT SECTION 119CR 70698 OGDEN, IL
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Invoice #: 46651 Date: 04/30/10 Payment Terms: STD TERMS NET 30 Customer Code: GERDJ	Customer P.O. #: Salesperson:
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Remarks: INSTALL FIELD TILE

INSTALL FIELD TILE

Unit Price

Extension

Subtotal:

7,215.00

Total:

7,215.00

Bill Wilson \$3607.50  
Jed Gerdes \$1352.81  
Robert Gerdes \$2254.69  

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\$7215.00



# Illinois Department of Transportation

Division of Highways / Region 3 / District 5  
13473 IL Highway 133 / P.O. Box 610 / Paris, Illinois / 61944  
Telephone 217/465-4181

September 8, 2011

Mr. Jed A. Gerdes  
1448 County Road 2700 E  
Ogden, IL 61859

Re: FOIA request 09081113

Dear Mr. Gerdes:

The Department has reviewed your request dated September 8, 2011 for a copy of Permit 30899 for the Willow Branch Drainage District.

The request is granted with copies of the documentation enclosed.

Very truly yours,

By   
Lugene Joines  
Personnel Services Mgr.

Joseph E. Crowe, P.E.  
Deputy Director of Highways  
Region Three Engineer

LJ/lk

Attachments



# Illinois Department of Transportation

Division of Highways / Region 3 / District 5  
13473 IL Highway 133 / P.O. Box 610 / Paris, Illinois / 61944  
Telephone 217/465-4181

5-30899  
CHAMPAIGN

ODP-1- A-6  
Permit No. 5-30899  
Champaign County

May 13, 2010

## FILE COPY

Mr. Charles Steffey  
Willow Branch Drainage District  
1543 CR 2650 East  
Ogden, Illinois 61859

Dear Mr. Steffey:

Attached are approved copies of Utility Permit Number 5-30899 for your files. We again wish to call your attention to the necessity for using safety precautions and proper traffic control during the course of construction.

Provisions of this permit require inspection and approval of the work by this office when completed, and you are held liable in accordance with the terms of the permit until so approved.

A form letter is attached for your use in notifying this office that your permit work has been completed and is ready for inspection. Please return this notification to the indicated address.

Please note this permit is valid for a period of 90 days. An extension of time will be granted on request to this office when supported by legitimate reasons causing delay.

Should any questions arise as to details of how the work should be done, we suggest you call our Permits Technician, Mr. Joshua C. Lowry, at telephone number 217-466-7231 in Paris, Illinois.

Very truly yours,

Joseph E. Crowe, P. E.  
Deputy Director of Highways,  
Region Three Engineer

**PERMIT EXPIRES: 8/15/2010**

JCL:jsv

cc: C. K. Phillips, Attn: H. L. Hockersmith  
RE FILE



# Illinois Department of Transportation

## Utility Permit

Public Improvement  Yes  No  
 IDOT Permit No. 5-30899  
 Utility Reference No. \_\_\_\_\_

I (We) Willow Branch Drainage District 1543 County Road 2650 East  
Name of Applicant Mailing Address

Ogden Illinois 61859 hereinafter termed the Permittee.  
City State & Zip

request permission and authority to occupy, and to do certain work herein described on, the right-of-way of the State highway known as FAP 836: Illinois 49 Section 119RS-4 & 119Z RS-2 from 1133+90± AR to \_\_\_\_\_ in Champaign County.

The work is described in detail below and/or on the attached sketch or plans.

The work authorized by this permit consists of but not limited to the installation and maintenance of a 24-inch rccp field tile located under Illinois Route 49 just north of struction number 010-8101 approximately 1½ miles south of US Route 150 in Ogden. The work also includes the installation of two inspection wells which are to be located within one foot of the right-of-way lines or as near as practicable.

This permit covers the operation and presence of specified equipment, material or facility on the right-of-way that may be related to the authorized work. A copy of this permit must be present when crews or equipment occupy highway right-of way. Failure to comply may result in the cessation of all construction.

This permit is subject to conditions and restrictions of Part 530 of Title 92 of the Illinois Administrative Code, Accommodation of Utilities on Right-of-Way of the Illinois State Highway System. The removal, relocation or modification of facilities permitted to occupy the right-of-way is governed by Section 9-113 of the Illinois Highway Code, as amended by Public Act 92-0470. The Permittee agrees to comply with the requirements of these laws and with all terms and conditions established by this permit. This permit is subject to revocation by the Department on violation of the terms and conditions governing its use.

Charles Steffey 5-6-10  
Signature of Agent for Permittee Date

Willow Branch Drainage District c/o Charles Steffey  
Name of Permittee (Print or Type)

1543 County Road 2650 East  
Mailing Address

Ogden IL 61859  
City State Zip

The work authorized by this permit shall be completed by \_\_\_\_\_ or within 90 days after the date of approval by the Department, otherwise the permit will be considered null and void.

Public Improvement Projects only: The anticipated letting date is \_\_\_\_\_

This permit allowing occupancy and work on state right-of-way is approved. The Utility Coordination Council established by the Department in the area covered by this permit is East Central Illinois Utility Coordination

\_\_\_\_\_  
Department of Transportation 05/16/10  
Date

This permit is subject to the conditions and restrictions established in accordance with the Illinois Highway Code and Part 530 of Title 92 of the Illinois Administrative Code including but not limited to the following:

- (1) The applicant represents all parties in interest and shall furnish material, do all work, pay all costs and shall in a reasonable length of time restore the damaged portions of the highway to a condition similar or equal to that existing before the commencement of the described work, including any landscape restoration necessary. (See Section 530.250 of Title 92).
- (2) The proposed work shall be located and constructed to the satisfaction of the Regional Engineer or his duly authorized representative. No revisions or additions shall be made to the proposed work on the right-of-way without the written permission of the Regional Engineer or his duly authorized representative (See Section 530.200 of Title 92). In certain circumstances the Department may require that the construction plans and/or the as-built documents be sealed by an Illinois Registered Professional Engineer. Typical of such projects would be petroleum or gas pipelines.
- (3) The applicant shall at all times conduct the work in such a manner as to minimize hazards to vehicular and pedestrian traffic. All signs, barricades, flaggers, etc., required for traffic control shall be furnished by the applicant. (See Section 530.240 of Title 92).
- (4) The applicant must ascertain the presence of Highway Authority Agreements established in accordance with 35 Ill. Admin. Code Section 742.1020 in the path of its proposed installation and take precautions to protect its workers, human health and the environment in those areas. (See Section 530.240 of Title 92). Where contamination is encountered through excavation in the ROW, it should be managed onsite and IDOT's generator number for the appropriate county may be used.
- (5) The applicant shall not trim, cut or in any way disturb any trees or shrubbery along the highway without the approval of the Regional Engineer or his duly authorized representative. (See Section 530.800 of Title 92).
- (6) The facilities authorized to occupy the right-of-way by this permit are subject to removal, relocation or modification by the permittee at no expense to the State on notice given by the Department in accordance with Section 9-113 of the Illinois Highway Code, as amended. Participation by the permittee in the UTILITY Coordination Council identified on page one of this permit is required as a condition of this permit. Permittee shall cooperate with the Department with the scheduling of any removal, relocation or modification deemed necessary for highway or highway safety purposes, and, if Utility Coordination Council participation is required by this permit, with the activities of the council identified on the first page of this permit. (See Section 9-113 of the Illinois Highway Code.) Use of and compliance with current IDOT Traffic Control Standards will be required.
- (7) If the applicant and the District cannot agree either on whether the permit should be issued or on what conditions would be appropriate, the applicant may, within 30 days of the issuance of written notice of the District's position, appeal the District's determination to the Chief of the Department's Central Bureau of Operations. (See Section 530.900 of Title 92).
- (8) The permittee agrees to fully comply with the following legal obligations in advance of entering and while upon any Right-of-way within the Illinois State Highway System.
  - a) Only a permit issued by the Department under this Part will satisfy the "written consent" requirement of Section 9-113 of the Illinois Highway Code (the Code).
  - b) A permit from the Department grants a license only to undertake certain activities in accordance with this Part on a State right-of-way, and does not create a property right or grant authority to the permittee to impinge on the rights of others who may have an interest in the right-of-way. Such others might include an owner of an underlying fee simple interest if the right-of-way is owned as an easement or dedication of right of way, an owner of an easement, or another permittee.
  - c) It shall be the responsibility of the permittee to ascertain the presence and location of existing above-ground or underground facilities on the highway right-of-way to be occupied by their proposed facilities. The Department will make its permit records available to a permittee for the purpose of identifying precise facilities. When notified of an excavation or when requested by the Department, a permittee shall locate, physically mark, and indicate the depth of its underground facilities within 48 hours excluding weekends and holidays.
  - d) The permittee shall avoid conflicts with any existing underground or above-ground facilities on or near the highway right-of-way. Both the Department and J.U.L.I.E. are to be contacted for assistance during the application process.
  - e) The permittee shall comply with all other applicable laws relating to the placement of utility lines.
  - f) The issuance of a utility permit by the Department does not excuse the permittee from complying with any existing statutes, local regulations or requirements of other Department (e.g., oversize and overweight vehicles) or the requirements of other State agencies including, but not limited to, the following:
    - Illinois Commerce Commission, Illinois Department of Agriculture
    - Illinois Department of Natural Resources, Illinois Department of Mines and Minerals
    - Illinois Environmental Protection Agency, Illinois Historic Preservation Agency

- g) Rights of abutting and underlying property owners are protected by common law and Sections 9-113 and 9-127 of the Code. The permittee will address these rights prior to initiating activities on State right-of-way. The Department will not be a party in any negotiations between the utility and abutting property owners.
- h) In no case shall the permit give or be construed to give an entity any easement, leasehold or other property interest of any kind in, upon, under, above or along the State highway right-of-way.
- i) Each person responsible for a utility, in place on the effective date of this Part, on a State highway right-of-way shall notify the Department in writing, if that utility does not comply with this Part. The Department shall treat such a notice as a request for a variance under Section 9-127. If it is determined that a variance will not be granted, a person responsible for a pre-existing utility will not be in violation of this Part. The failure to provide such notice constitutes a violation of this Part and of the utility accommodation permit (if any) and would justify the imposition of the sanctions set forth in Section 930.610.

**Work to be coordinated with Department Representatives:**

Maintenance Field Technician: Lee Hockersmith

Phone (217) 278-3121

Permits Technician: Josh Lowry

Phone (217) 466-7231

Utility Contact Person: \_\_\_\_\_

Phone ( )

Work to be done by:

Contractor: \_\_\_\_\_

Daytime Phone: ( )

Emergency Phone: ( )

Traffic control operation:

Number of lane closures: \_\_\_\_\_

Time of closures: \_\_\_\_\_

## **FIELD TILE PERMIT PROVISIONS**

The term "Applicant" as herein used shall mean the Applicant, their successors or assigns.

The attached layout sketch or plan sheets shall be construed as a part of this permit.

The Applicant shall complete all backfilling, reshaping and reseeding, and restore the right-of-way to its original condition within the time limit specified for this permit. Any extension of time necessary to complete this work shall be obtained in writing prior to specified completion date and authorized by letter from the Deputy Director of Highways, Region Three Engineer or his duly authorized representative.

There shall be no additions or changes of location in the work authorized by this permit without prior approval of the Deputy Director of Highways, Region Three Engineer or his duly authorized representative. If deviations are made in the work authorized by this permit without approval, the Applicant may be required to remove the encroachments from right-of-way or to relocate the encroachments off the right-of-way at the Applicant's expense.

The Applicant shall locate, furnish, construct, and maintain the entire improvement at their expense and shall assume all risk or liability of every nature accruing during construction or thereafter as a result of the improvement.

The Applicant or their Contractor shall be required to perform their work in accordance with the "Standard Specifications for Road and Bridge Construction," and the "Supplemental Specifications" in effect on the date of construction. All material incorporated into the project shall be obtained from a Department approved source and shall be in accordance with Section 1000 of said "Specifications."

All underground facilities shall be located prior to construction. Call J.U.L.I.E. at telephone number 1-800-892-0123 at least 48 hours in advance.

Any underground utility or drainage facility, whether farm tile, sanitary sewer, or storm sewer cut or damaged by this construction shall be restored to functional condition and to the satisfaction of the owner of the facility. Existing highway ditch drainage shall be maintained at all times.

The proposed construction shall be performed at such a time as not to interfere with the State's mowing operations.

Any damage to the pavement due to construction or maintenance of the work authorized by this permit shall be repaired to the satisfaction of the Deputy Director of Highways, Region Three Engineer or duly authorized representative, by the Applicant at their expense.



The Applicant or their Contractor shall keep the highway pavement clear of mud, gravel, sand, or any other construction debris at all times.

Construction or maintenance of the work authorized by this permit shall be limited to such time as the unsurfaced portion the right-of-way is in a dry and sufficiently firm condition to support required vehicles or other equipment without rutting or otherwise damaging the right-of-way.

Work cannot be started on the highway right-of-way until the permit has been signed by the Applicant and approved by the Deputy Director of Highways, Region Three Engineer. This permit is required to be available at the job site at all times for inspection by a duly authorized representative of the Department of Transportation or the Illinois State Police.

It must be understood that everyone working on this project shall indemnify and save harmless the State of Illinois, its officers, and employees from all suits, actions, or damages received or sustained by any person or property on account of or in consequence of any act of omission, neglect, or misconduct, by your organization or anyone working with your organization.

The Applicant shall furnish their contractor with one (1) copy of this permit. This copy shall be available for inspection at the job site by authorized personnel upon request.

The Deputy Director of Highways, Region Three Engineer or his duly authorized representative shall be notified twenty-four (24) hours before the installation begins so the work may be inspected for conformity.

The Applicant, his successors and assigns, agrees to hold harmless the State of Illinois and its duly appointed agents and employees against any action for personal injury, property damage, or claims arising out of environmental laws or regulations sustained by reason of the exercise of this permit.

The Applicant must ascertain the presence of Highway Authority Agreements established in accordance with 35 Ill. Admin. Code Section 742.1020 in the path of its proposed installation and take precautions to protect its workers, human health and the environment in those areas. (See Section 530.2340). Where contamination is encountered through excavation in the right-of-way, it should be managed off site and IDOT's generator number for the appropriate county may be used.

As a condition of this permit, the Applicant shall request the District Permit Office to identify sites in the right-of-way where access to contaminated soil or ground water is governed by Tiered Approach to Corrective-Action Objectives (TACO) Agreements. The Applicant shall take measures before, during and after any access to these sites to protect worker safety, human health, and the environment. Excavated contaminated soil should be managed off site in accordance with all environmental laws.

The Applicant or their Contractor shall control and protect all vehicular and pedestrian traffic by use of signs, barricades, flammes, lights and watchmen and by any other means as required in

normal situations. However, additional protection must be provided when special complexities and hazards arise. Type I barricades, Type II barricades, or vertical panels on 50-foot centers will be required along the edge of pavement if the difference in elevation between the edge of pavement and the area adjacent to the edge of pavement exceeds 3 inches.

Work performed on or adjacent to one and two lane pavements during hours of daylight does not necessitate a special approved traffic control plan; however, it is understood that the said work will be protected by the applicable standards set forth in the Illinois Manual on Uniform Traffic Control Devices for Streets and Highways.

In emergency, limited parking on the paved roadway will be permitted provided proper safety regulations, including the use of the required cones, signs, and flaggers are complied with. At no time shall the Applicant and/or the Contractor park vehicles, equipment, or buildings nor will they store materials within the limits of State right-of-way.

The roadway shall remain open to traffic at all times while completing the work authorized by this permit. The traffic control standards and/or special details included in this permit shall be used to control the flow of traffic.

Applicants for permits to perform work on the highway right-of-way must also obtain approval or permission from the adjacent property owner, since the State has only acquired property rights that are a mere right to use the land for highway purposes and is known as an "Easement for Highway Purposes" to the right-of-way.

All existing side streets, side roads, or entrance drives disturbed by this construction shall be restored to original condition and cross section with same material as now exists, and shall be maintained in a smooth condition for passage of traffic at all times during construction.

All appurtenances located on State right-of-way attached to said facilities shall be the responsibility of the Applicant.

The backfill of the trench shall be thoroughly compacted at time of backfill by tamping by mechanical means, and any depressions which may be develop within the area involved in the construction operations, due to settlement of the backfilled material, shall be kept filled and the right-of-way restored to its original condition, during a period of 6 months from the date of completion of the work authorized in this permit.

All pipe, conduit, wire, poles, cross arms, or other materials distributed along the highway prior to installation shall be placed as remote as practicable from the edge of the pavement in a manner to minimize its being a hazard to errant vehicles or an obstacle to highway maintenance. If material is to be stored on highway right-of-way for more than two (2) weeks prior to installation, approval must be obtained from the Department.

The use of these facilities is to comply with the requirements of the State laws, local ordinances, and the regulations of the Department of Public Health and no sanitary sewage effluent from septic tanks or objectionable industrial wastes shall be discharged openly upon the State

highway right-of-way, or into any drainage tile or drainage structure on the highway, even though these facilities discharge on private property.

Any tree trimming, tree removal, or root disturbance required for the installation of utility facilities covered by this permit shall not be considered normal maintenance operations. Tree trimming, tree removal, and/or root disturbance shall require the application for, and issuance of, a separate permit. This permit shall be submitted for approval to the District Landscape Architect, Bureau of Operations, phone number 217-465-4181.

Upon completion of all construction or maintenance work on highway right-of-way, the Contractor(s) and/or the Applicant shall remove all excess material and restore all turf and terrain to the satisfaction of the Department. Such cleanup and repair may consist of backfilling, regrading, reseeding, resodding, or any other requirements to restore the right-of-way to a condition equivalent to that which existed prior to the commencement of the project.

All turf areas on State right-of-way disturbed by this construction shall be seeded or reseeded until a grass turf is reestablished. The disturbed areas shall be seeded with the specified mixture at the following ratio: Three pounds of Kentucky Bluegrass or Kentucky 31 or Alta Fescue, and two pounds of Perennial Ryegrass. The application rate shall be five pounds per 1,000 square feet. All areas shall be mulched with straw and areas with slopes greater than 3:1 shall be covered with an erosion control fabric.

The State shall not be held liable for any field tile cut or damaged by the State forces in the execution of their duties.

Issuance of this permit in no way obligates the Department of Transportation to perpetually maintain the flow line of the side ditch so this tile will drain.

The Applicant and/or their Contractor shall be required to repair all severed field drainage tiles, sanitary sewers, storm sewers, or utility service lines and their appurtenances resulting from the work authorized by this permit. The repair of severed field drainage tiles may include the installation of a field tile inspection well to be located approximately 6 inches inside the right-of-way line. Once determination has been made the damage to field drainage tiles, sanitary sewers, storm sewers, or utility service lines and their appurtenances resulted from the work authorized by this permit, the Applicant and/or their Contractor shall complete required repairs within thirty (30) days after receiving written notification from the Deputy Director of Highways, Region Three Engineer. Failure to complete the required repairs may result in the Department completing the repairs and back charging the Applicant and/or their Contractor for all costs incurred. It shall be understood determination of damage may occur after the work authorized by this permit has been completed and approved.

## **PAVEMENT CUTS SUPPLEMENTAL PERMIT PROVISIONS**

Class "SI" concrete shall be used in all proposed concrete construction on the right-of-way.

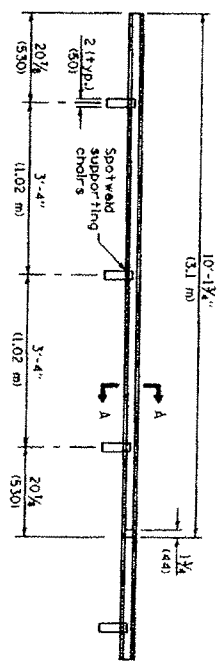
A curing period of 3 days shall be maintained for all concrete in the proposed entrance and curbing if high-early-strength cement or rich-mix (7 bag) concrete is used. If regular concrete is used, a curing period of 7 days is required. The surface of the new concrete shall be kept moist and a minimum temperature of 40°F. shall be maintained during the entire curing period.

All cuts in existing highway pavement, paved shoulders, driveways, gutters, or curb and gutter shall be saw cuts to attain a vertical joint.

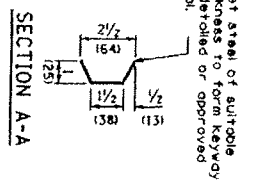
Proposed permanent patches in the existing highway pavement shall extend eighteen inches (18") beyond each side of the trench and shall be of material specified in the permit. Temporary patches consisting of a minimum of eight inches (8") of compacted earth or crushed stone and two inches (2") of cold lay asphalt may be placed and maintained until the permanent patch is constructed.

(PAVEMENT CUTS Permit Provisions.dot)

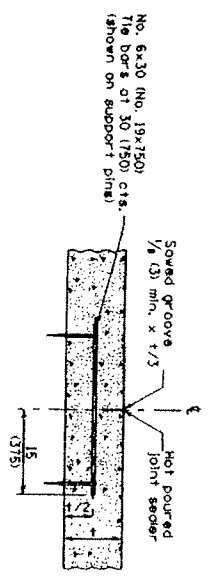
(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100)



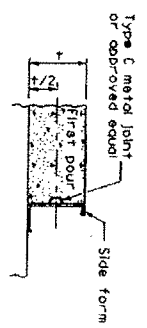
TYPE C METAL JOINT



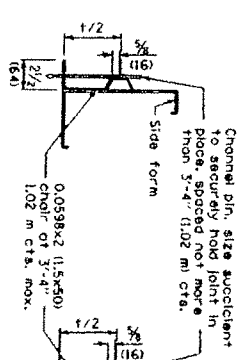
Sheet steel of suitable thickness to form keyway as detailed or approved equal.



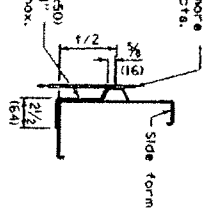
LONGITUDINAL SAWED JOINT



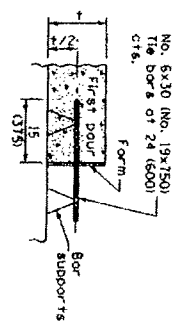
LONGITUDINAL KEYED JOINT



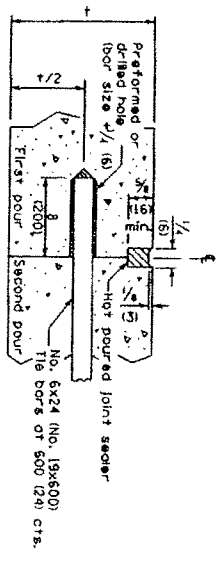
SUPPORTING CHAIR ALTERNATE



SUPPORTING CHAIR ALTERNATE



LONGITUDINAL CONSTRUCTION JOINT (THE BAR FORMED IN PLACE)

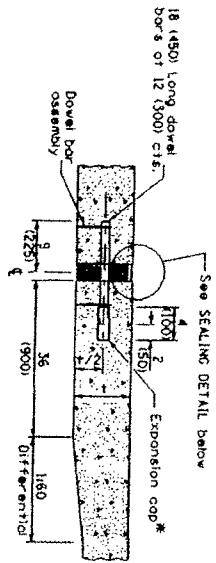


LONGITUDINAL CONSTRUCTION JOINT (THE BAR GROUTED IN PLACE)

**GENERAL NOTES**  
 All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V/H).  
 All dimensions are in inches (millimeters) unless otherwise shown.

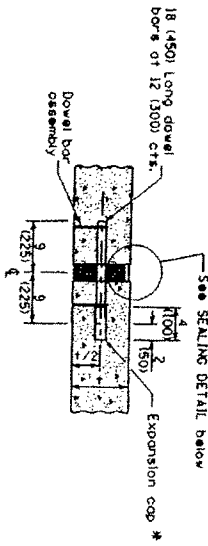
DATE	REVISIONS
1-1-08	Switched units to English (metric).
8-1-05	Added supports to longitudinal construction, and raised note for trans. exp. [1].

PAVEMENT JOINTS  
 STANDARD 420001-07  
 (Sheet 1 of 2)

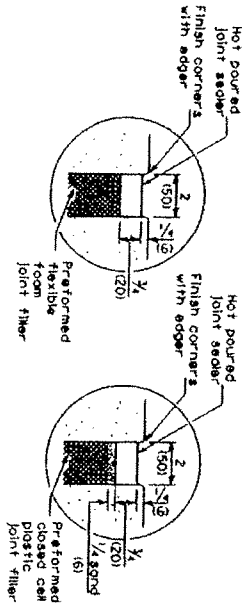


**TRANSVERSE EXPANSION JOINT**  
(FOR PAVEMENTS WITH UNEQUAL THICKNESS)

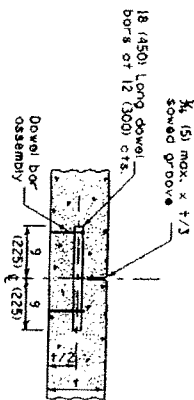
\* Expansion caps shall be installed on the exposed end of each dowel bar once the header has been removed and the joint filler material has been installed.



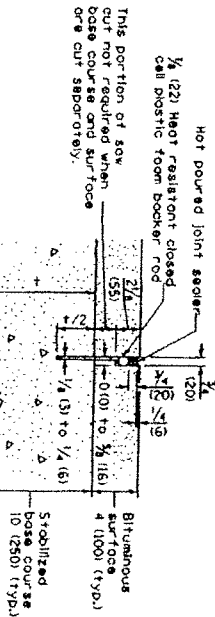
**TRANSVERSE EXPANSION JOINT**  
(FOR PAVEMENTS WITH EQUAL THICKNESS)



**SEALING DETAIL**



**TRANSVERSE CONTRACTION JOINT**



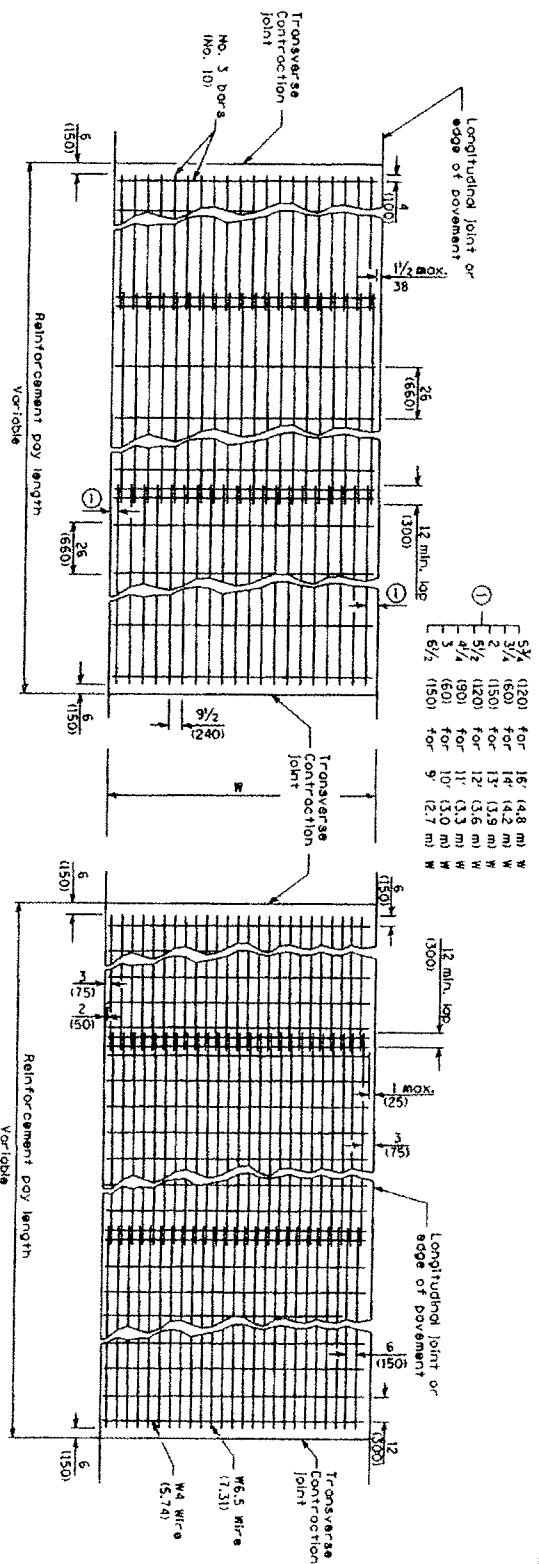
**TRANSVERSE CONTRACTION JOINT**  
(FOR CAL, CPA AND LFA BASE COURSE MIXTURES)

DOWEL BAR TABLE	
PAVEMENT THICKNESS	DOWEL BAR DIAMETER
8 (200) or greater	1/2 (38)
7 (175) thru 7.99 (199)	1/4 (32)
Less than 7 (175)	1 (25)

PAVEMENT JOINTS

STANDARD 420001-07

(Sheet 2 of 2)



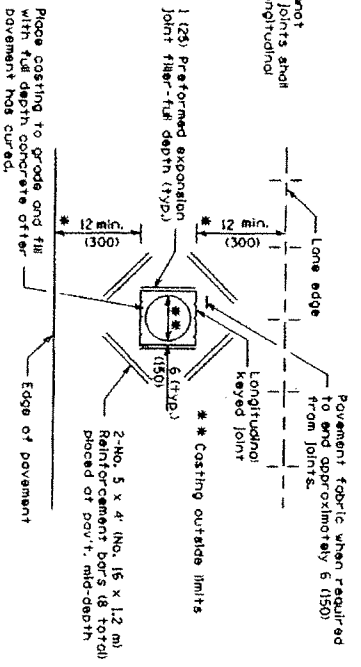
Approximately 63 lbs./100 sq. ft. (3.1 kg/m<sup>2</sup>)  
 When clipped bar mats are used, each bar  
 intersection shall be clipped with #11 (3.14) wire.

**TYPE B**

Approximately 63 lbs./100 sq. ft. (3.07 kg/m<sup>2</sup>)

**TYPE A**

\* When the 12 (300) minimum cannot  
 be achieved, the transverse joints shall  
 be extended to either the longitudinal  
 joint or edge of pavement.



**DETAIL OF ADDED REINFORCEMENT  
 FOR PAVEMENT BLOCKS-OUTS**

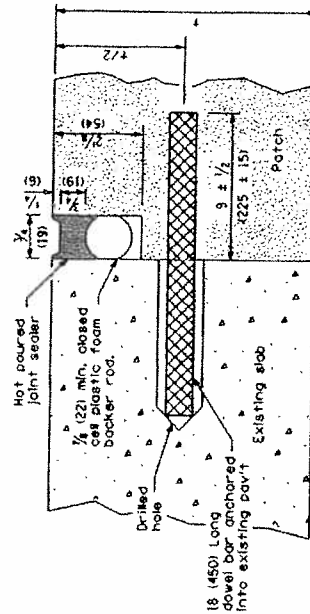
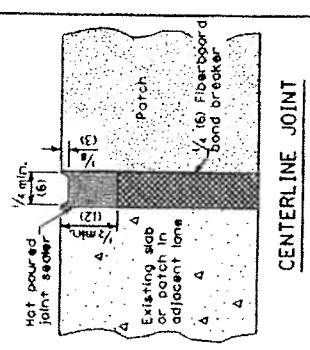
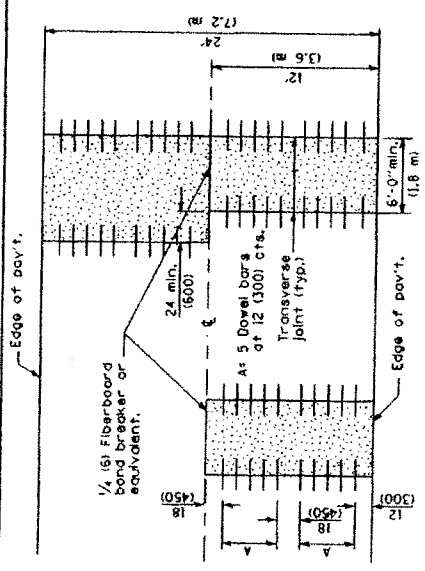
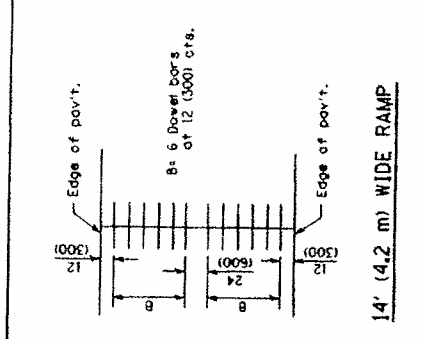
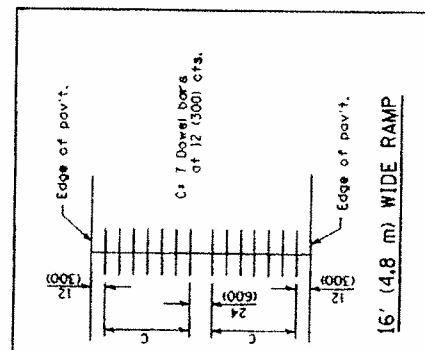
**GENERAL NOTES**

- Pavement block-outs shall be at least 24 (600) from contraction joints.
- Pavement fabric which is lapped longitudinally shall have a minimum lap of 6 (150).
- Pavement fabric may be positioned with the transverse wires on top or bottom of the longitudinal wires.
- All dimensions are in inches (millimeters) unless otherwise shown.

DESIGNED BY	DATE
CHECKED BY	REVISIONS
APPROVED BY	1-1-08 Switched units to English metric.
PROJECT NO.	1-1-04 Minor corrections of joint information

DATE	REVISIONS
1-1-08	Switched units to English metric.
1-1-04	Minor corrections of joint information

**PAVEMENT FABRIC  
 STANDARD 4207/01-02**



DOVEL BAR TABLE

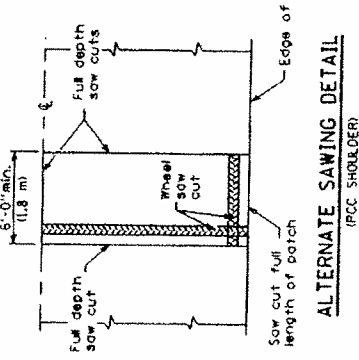
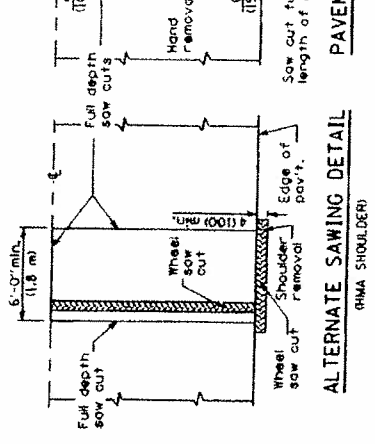
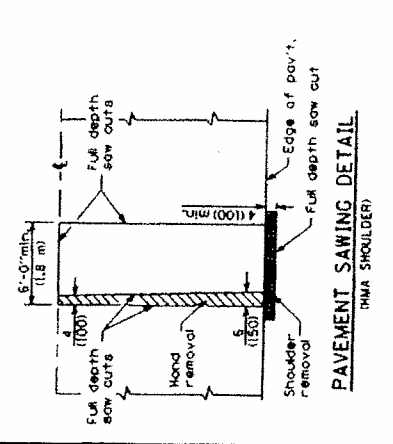
PAVEMENT THICKNESS	DOVEL BAR DIAMETER	DOVEL BAR DIAMETER	HOLE DIAMETER
8 (200) or greater	1 1/2 (38)	1 1/2 (38)	1 3/4 (41)
7 (180) thru 7.59 (199)	1 1/4 (32)	1 1/4 (32)	1 3/4 (35)
Less than 7 (180)	1 (25)	1 (25)	1 1/8 (29)

GENERAL NOTES

The transverse joints for Class B patches shall align with joints or cracks in the adjacent lane whenever possible.

See Standard 420701 for details of pavement fabric.

All dimensions are in inches (millimeters) unless otherwise shown.



REVISIONS

DATE	REVISIONS
1-1-08	Switched units to English/metric.
1-1-07	Revised General Notes.

CLASS B PATCHES

STANDARD 442101-07

(Sheet 1 of 2)

MoDOT Department of Transportation

ISSUED 2008

REVISIONS

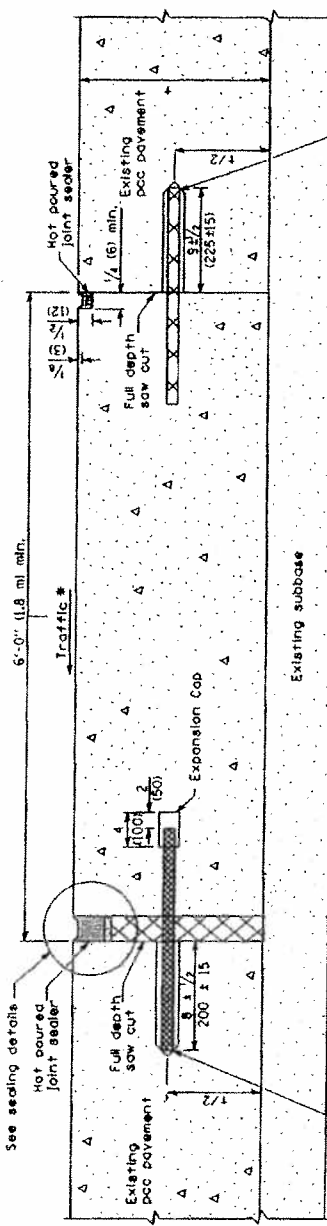
APPROVED

DATE

1-1-07



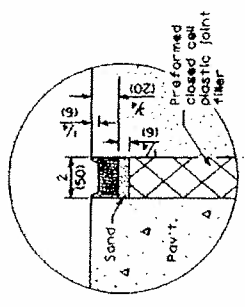
**TRANSVERSE EXPANSION JOINTS**



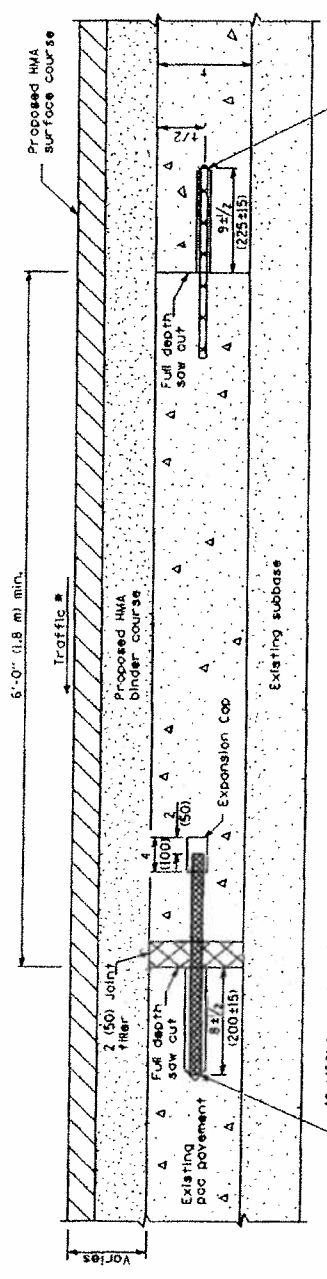
Hot poured joint sealer  
 1/4 (6) min. Existing pcc pavement  
 Full depth saw cut  
 Expansion Cap  
 Existing subbase

18 #450 Long dowel bars anchored into existing pavement at 12 (300) cts.

**METHOD I**  
 (Without Resurfacing)



**SEALING DETAIL**



Proposed HMA surface course  
 Proposed HMA binder course  
 Existing subbase

18 #450 Long dowel bars anchored into existing pavement at 12 (300) cts.

**METHOD II**  
 (With Resurfacing)

**NOTE**

\* When re-establishing a transverse expansion joint on a two-lane, two-way road, reverse the orientation of the dowel bars with respect to traffic for each side of the road such that the joint will be continuous across both lanes.

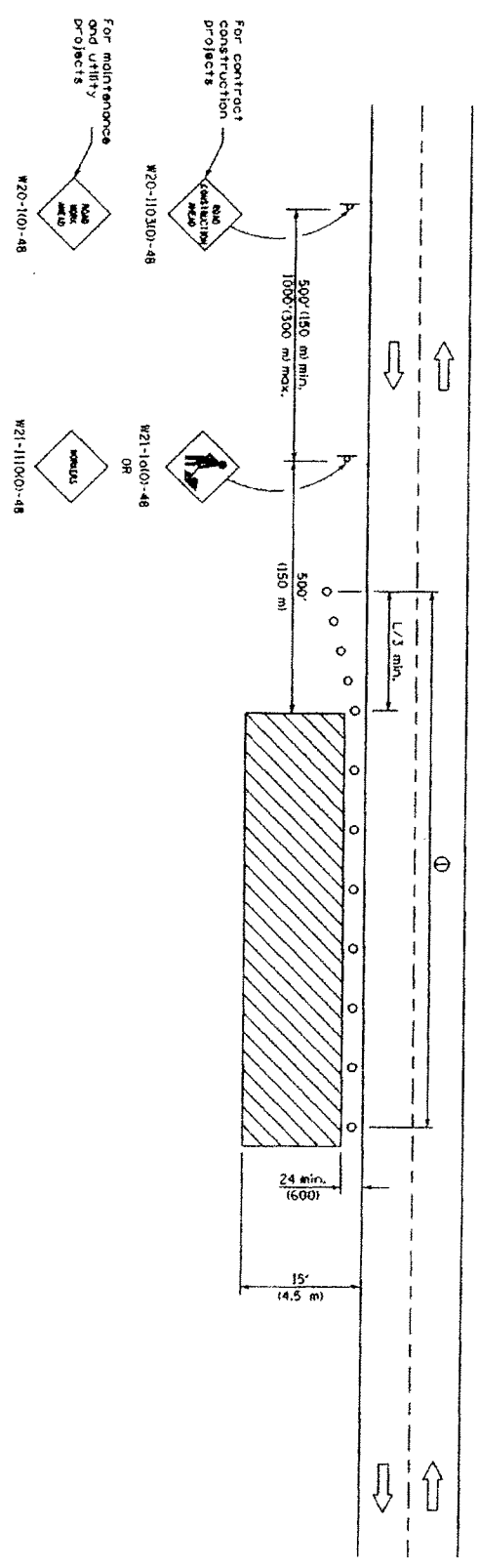
**CLASS B PATCHES**

(Sheet 2 of 2)

**STANDARD 442101-07**

Missouri Department of Transportation	ISSUED	11-97
DESIGNED BY	DATE	
CHECKED BY	DATE	
PROJECT NO.	DATE	
DATE OF REVISION	BY	








**TYPICAL APPLICATIONS**

- Utility operations
- Culvert extensions
- Side slope changes
- Guardrail installation and maintenance
- Delineator installation
- Shoulder repaving
- Sign installation and maintenance

**SYMBOLS**

-  Work area
-  Sign
-  Cone, drum or barricade

① When the work operation exceeds one hour, cones, drums or barricades shall be placed at 25' (8 m) centers for L/3 distance, and of 50' (15 m) centers through the remainder of the work area.

**GENERAL NOTES**

This Standard is used where any vehicles, equipment, workers or their activities will encroach in the area 15' (4.5 m) to 24' (600) from the edge of pavement.

Calculate L as follows:

SPEED LIMIT	English	Formulas	Metric
40 mph (70 km/h)	$L = \frac{WS^2}{60}$		$L = \frac{WS^2}{150}$
45 mph (80 km/h) or greater	$L = \frac{WS^2}{60}$		$L = 0.65WS^2$

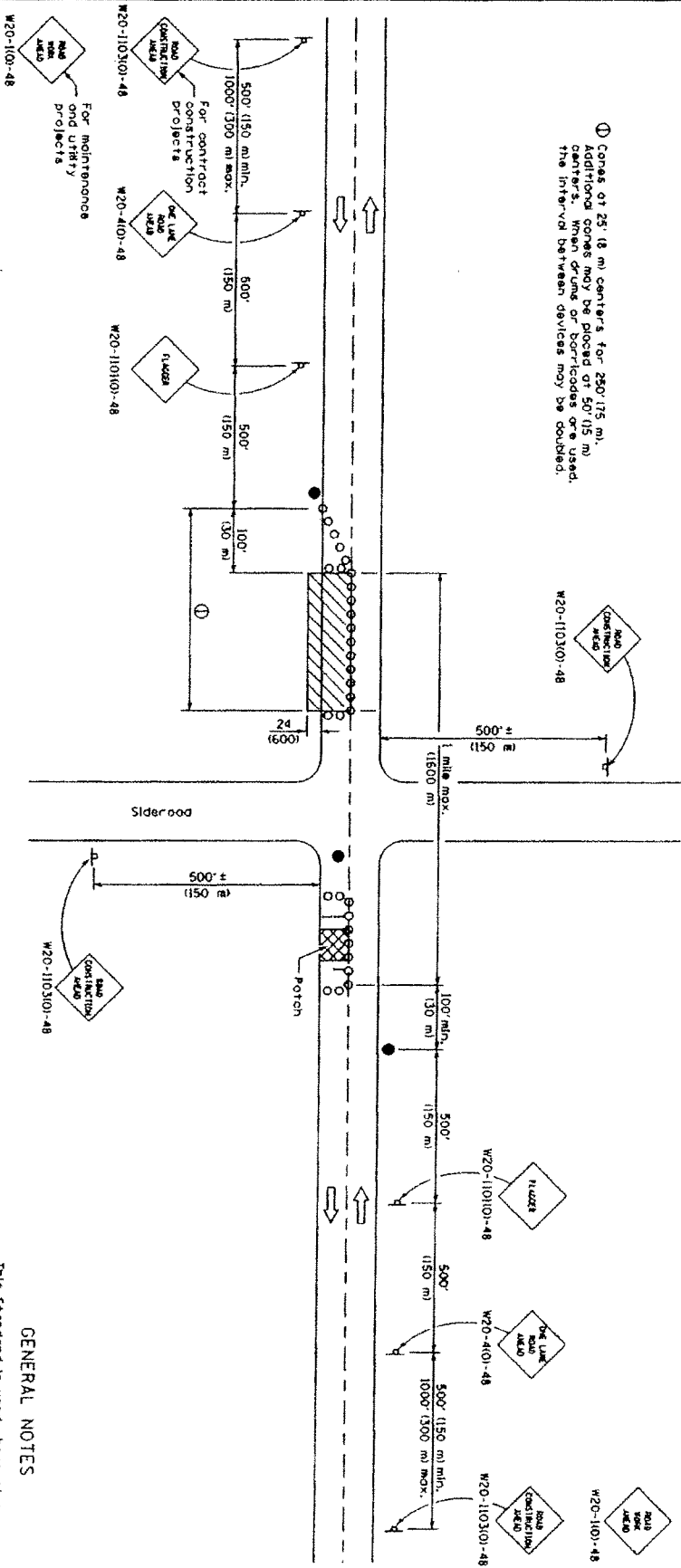
W = Width of offset in feet (meters),  
 S = Normal posted speed mph (km/h).  
 All dimensions are in inches (millimeters) unless otherwise shown.

DATE	REVISIONS
1-1-09	Switched units to English (metric).
1-1-05	Corrected sign No. 8, Revised title, notes, and sign spacing.

**OFF-ROAD OPERATIONS, 2L, 2W, 15' (4.5 m) TO 24' (600 mm) FROM PAVEMENT EDGE**

**STANDARD 701006-03**

① Corners of 25' (8 m) centers for 250' (75 m).  
 Additional cones may be placed at 50' (15 m) centers. When drums or barricades are used, the interval between devices may be doubled.



TYPICAL APPLICATIONS

- Isolated ditching
- Utility operations
- Storm sewer
- Culverts
- Cable placement

SYMBOLS

- Work area
- Sign
- Barricade or drum
- Cone, drum or barricade
- Fogger with traffic control sign

GENERAL NOTES

This Standard is used where of any type of work, maintenance, utility or their activities will proceed in the area between the center line and a line 24 (600) outside the edge of pavement for daylight operation. When the distance between successive work areas exceeds 2000' (600 m), additional warning signs, foggers, and taper shall be placed as shown. All dimensions are in inches (millimeters) unless otherwise shown.

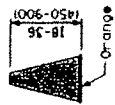
DATE	REVISIONS
1-1-09	Switched units to English (metric).
1-1-05	Corrected sign No.'s.
	Revised title and notes.
	Moved fogger.

LANE CLOSURE, 2L, 2W, DAY ONLY,  
 FOR SPEEDS > 45 MPH

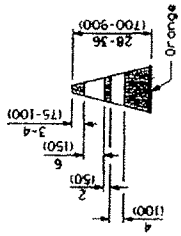
STANDARD 701201-03

Michigan Department of Transportation  
 DIVISION OF HIGHWAYS  
 DIVISION OF TRANSPORTATION  
 DIVISION OF TRAVEL INFORMATION  
 DIVISION OF UTILITIES  
 DIVISION OF CONSTRUCTION  
 DIVISION OF MAINTENANCE  
 DIVISION OF SAFETY  
 DIVISION OF SIGNALS  
 DIVISION OF SURVEYING  
 DIVISION OF TESTING  
 DIVISION OF TRAINING  
 DIVISION OF TRANSPORTATION PLANNING  
 DIVISION OF TRANSPORTATION RESEARCH  
 DIVISION OF TRANSPORTATION SECURITY  
 DIVISION OF TRANSPORTATION SERVICES  
 DIVISION OF TRANSPORTATION SUPPORT  
 DIVISION OF TRANSPORTATION TECHNOLOGY  
 DIVISION OF TRANSPORTATION TRAINING  
 DIVISION OF TRANSPORTATION UTILITIES  
 DIVISION OF TRANSPORTATION VEHICLES  
 DIVISION OF TRANSPORTATION WORKS  
 DIVISION OF TRANSPORTATION ZONING  
 DIVISION OF TRANSPORTATION PLANNING  
 DIVISION OF TRANSPORTATION RESEARCH  
 DIVISION OF TRANSPORTATION SECURITY  
 DIVISION OF TRANSPORTATION SERVICES  
 DIVISION OF TRANSPORTATION SUPPORT  
 DIVISION OF TRANSPORTATION TECHNOLOGY  
 DIVISION OF TRANSPORTATION TRAINING  
 DIVISION OF TRANSPORTATION UTILITIES  
 DIVISION OF TRANSPORTATION VEHICLES  
 DIVISION OF TRANSPORTATION WORKS  
 DIVISION OF TRANSPORTATION ZONING

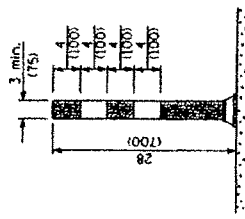
1-1-09  
 1-1-05  
 1-1-03



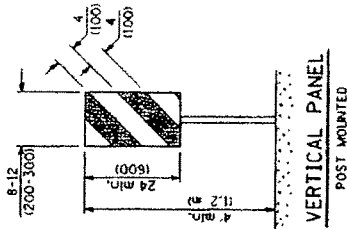
**CONE**



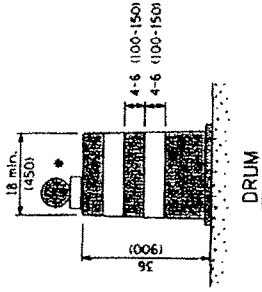
**REFLECTORIZED CONE**



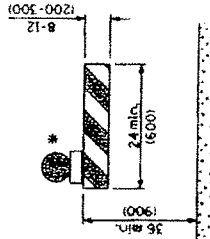
**FLEXIBLE DELINEATOR**



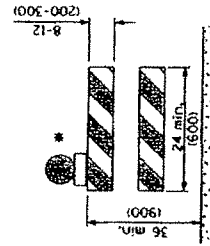
**VERTICAL PANEL  
POST MOUNTED**



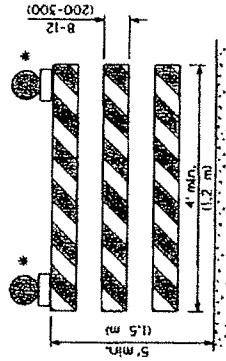
**DRUM**



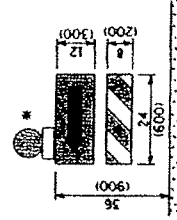
**TYPE I BARRICADE**



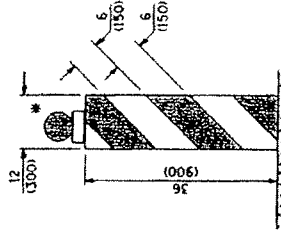
**TYPE II BARRICADE**



**TYPE III BARRICADE**



**DIRECTION INDICATOR  
BARRICADE**



**VERTICAL BARRICADE**

\* Warning lights if required

GENERAL NOTES

All heights shown shall be measured above the pavement surface.  
All dimensions are in inches (millimeters) unless otherwise shown.

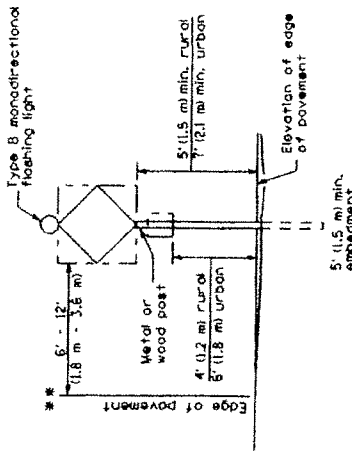
APPROVED	DATE	ISSUED
BY	1-1-97	1-1-97
INCHES DEPARTMENT OF TRANSPORTATION		
OFFICE OF THE SECRETARY		
OFFICE OF THE CHIEF ENGINEER		
OFFICE OF THE CHIEF DESIGNER		

DATE	REVISIONS
1-1-09	Switched units to English (metric). Limited light on vertical panel.
1-1-08	Re-numbered Standard 702001-06. Rev. note for temp. signs on Sheet 2.

**TRAFFIC CONTROL DEVICES**

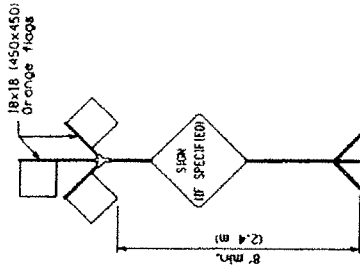
(Sheet 1 of 3)

**STANDARD 701901-01**



**POST MOUNTED SIGNS**

\*\* When curb or paved shoulder are present this dimension shall be 24 (600) mm to the face of curb or 5' (1.8 m) to the outside edge of the paved shoulder.



**HIGH LEVEL WARNING DEVICE**

ROAD CONSTRUCTION NEXT X MILES  
C20-1(D)-6036

END CONSTRUCTION  
C20-2e(O)-6024

This spacing is required for all projects 2 miles (3200 m) or more in length.  
ROAD CONSTRUCTION NEXT X MILES sign shall be placed 500' (150 m) in advance of project limits.

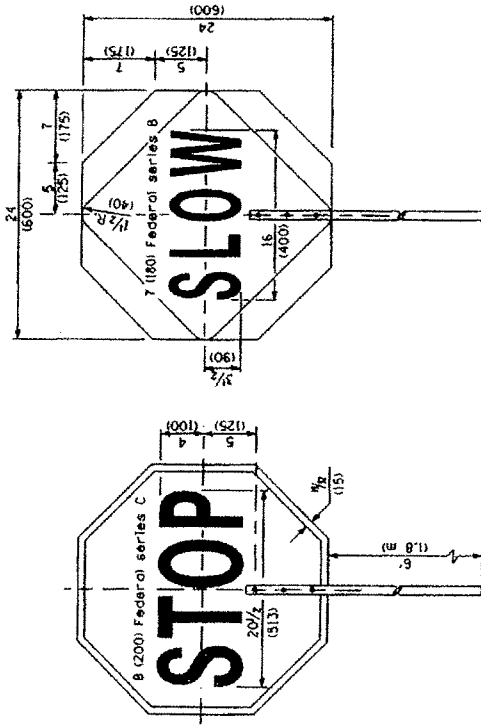
END CONSTRUCTION sign shall be erected at the end of the job unless another job is within 2 miles (3200 m).

Dual sign displays shall be utilized on multi-lane highways.

**WORK LIMIT SIGNING**

**SIGNS ON TEMPORARY SUPPORTS**

\*\*\* When work operations exceed four days, this dimension shall be 5' (1.5 m) min. If located behind other devices, the height shall be sufficient to be seen by motorists.



**FLAGGER TRAFFIC CONTROL SIGN**

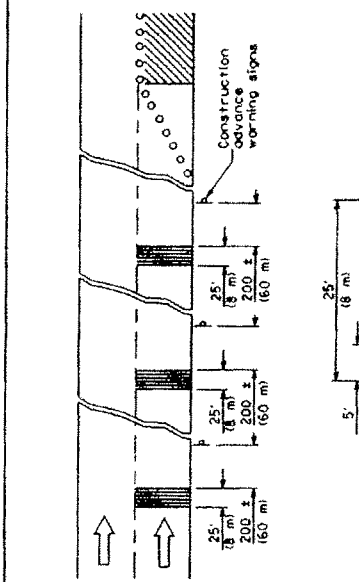
All dimensions are in inches (millimeters) unless otherwise shown.

DESIGNED	DATE	155069	1-1-97
DRAWN	BY		
CHECKED	BY		
APPROVED	BY		
OFFICE OF PUBLIC SAFETY			

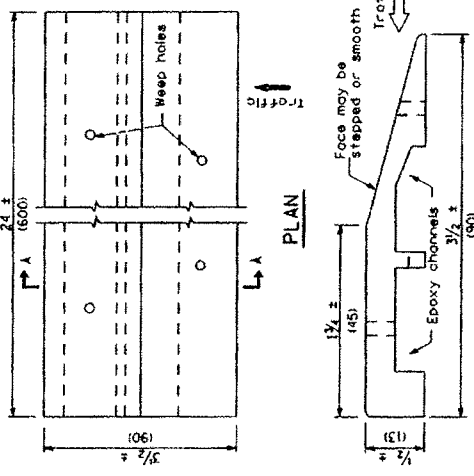
TRAFFIC CONTROL DEVICES

(Sheet 2 of 3)

STANDARD 701901-01

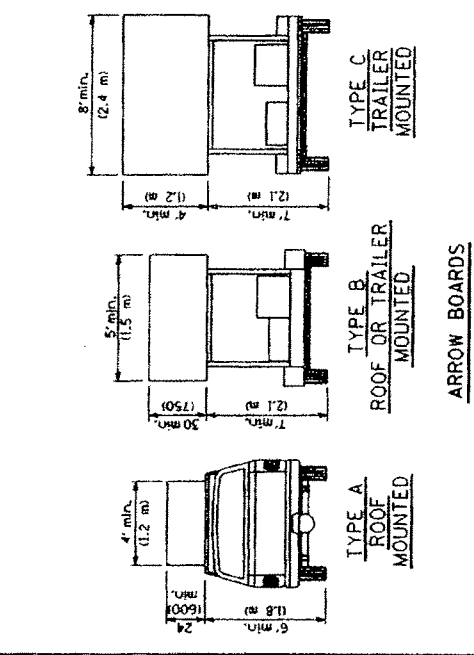


TYPICAL INSTALLATION

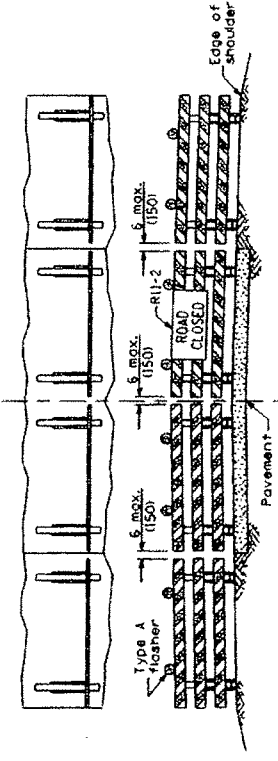


SECTION A-A

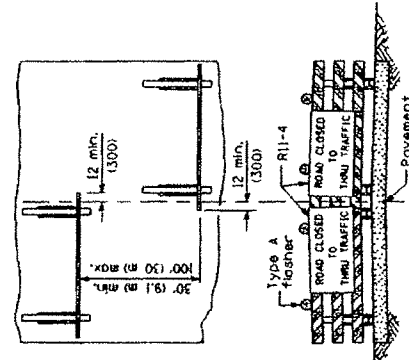
TEMPORARY RUMBLE STRIPS



ARROW BOARDS



ROAD CLOSED TO ALL TRAFFIC  
 ReflectORIZED striping may be omitted on the back side of the barricade, if a Type III barricade with an attached sign panel which meets MCHRP 350 is not available, the sign may be mounted on an MCHRP 350 temporary sign support directly in front of the barricade.



ROAD CLOSED TO THRU TRAFFIC  
 ReflectORIZED striping shall appear on both sides of the barricade. If a Type III barricade with an attached sign panel which meets MCHRP 350 is not available, the signs may be mounted on MCHRP 350 temporary sign supports directly in front of the barricade.

TYPICAL APPLICATIONS OF  
 TYPE III BARRICADES CLOSING A ROAD

All dimensions are in inches (millimeters) unless otherwise shown.

TRAFFIC CONTROL DEVICES

(Sheet 3 of 3)

STANDARD 701901-01

State Department of Transportation  
 APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 ENGINEER OF TRAFFIC \_\_\_\_\_  
 APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 CHIEF OF STAFF, TRANSPORTATION







PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	APPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
** Sheriff	080-040-522.02	VR#040-192	8/30/2011	Drinks from Rural King 7/22	Visa Cardmember Service	\$ 17.05
<b>FY2010 EXPENDITURES PAID IN FY2011</b>						
** Circuit Court	080-031-533.03	VR#031-312	09/01/11	Attorney service 10/21-11/30	Edwin Piraino	\$ 220.00
** Circuit Court	080-031-533.03	VR#031-320	09/07/11	Attorney service 11/5-30	James Dedman	\$ 137.50
** Coroner	080-042-533.42	VR#042-189	09/08/11	2010 Maint for coroner prog	CoronerMe	\$ 395.00
** Nursing Home	081-430-534.65	VR#044-165	01/07/11	Contract nursing 11/18	Fidelity on Call, LTD	\$ 432.00
** Nursing Home	081-425-522.var	VR#044-167	01/07/11	Food & dietary supplies 11/19	Waugh Foods	\$ 5,101.22
** Nursing Home	081-430-534.83	VR#044-1838	07/20/11	Medical service 5/25/10	Carle Physician Group	\$ 3,528.70
** Nursing Home	081-450-522.var	VR#044-2116	09/01/11	Food & dietary suppl 11/22-23	Waugh foods	\$ 5,644.30
** Co Public Health Fund	089-049-571.80	VR#089-027	8/10/11	Attorney service 3/4-11/15/10	CCT-Gen. Corp Fund	\$ 162.50

\*\*\*\*\*According to Illinois Attorney General and Champaign County State's Attorney,  
the Purchasing Policy does not apply to the office of elected officials.\*\*\*\*\*

\*\* Paid- For Information Only

# 2010 Annual Report



CHAMPAIGN COUNTY ANIMAL CONTROL



## Cat/Dog Registrations 2006-2010

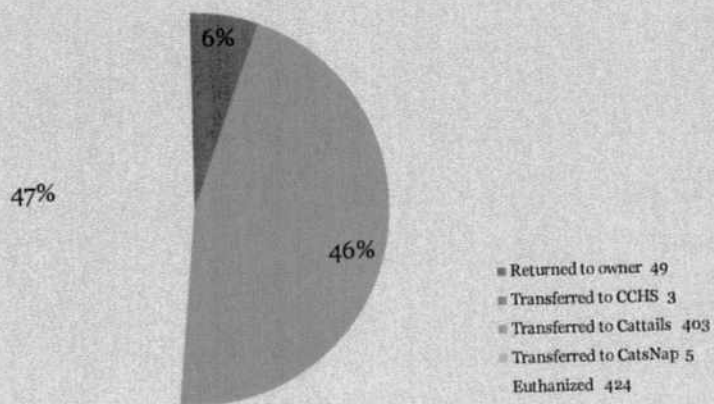


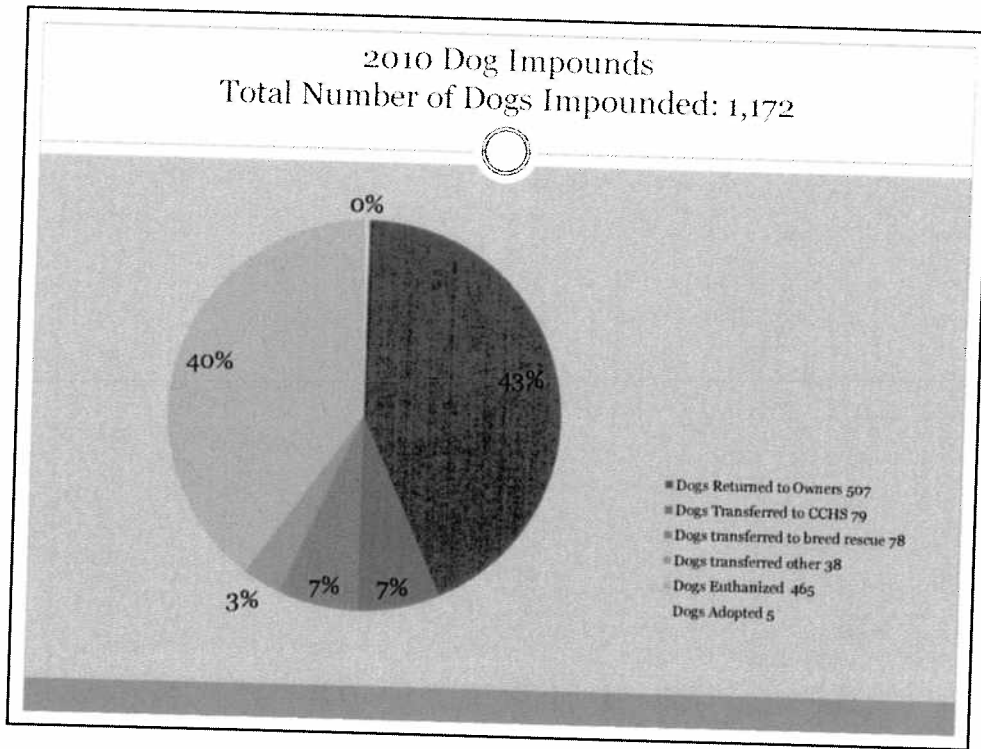
	2006	2007	2008	2009	2010
Dogs registered	11,348	11,341	12,037	12,011	11,926
Cats registered	4,536	4,389	5,047	5,060	5,091

### Number of Animals Impounded

	2006	2007	2008	2009	2010
Number of Dogs Impounded	1,091	1,155	1,159	1,203	1,172
Number of Cats Impounded	807	790	871	870	884
Number of Other Animals Impounded	23	28	34	28	17
Number of Animals Impounded by ACO	1,210	1,313	1,414	1,479	1,500
Number of Animals Impounded OTC	710	661	650	622	573

### 2010 Cat Impounds Total Number of Cats Impounded: 884





### 2010 Impounds By City/Village Dogs

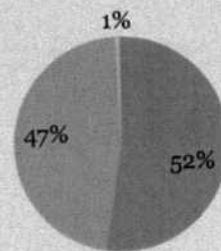
	2006	2007	2008	2009	2010
Bondville	0	0	0	1	0
Broadlands	6	2	0	9	1
City of Champaign	457	516	478	424	454
Unincorporated County	324	250	376	333	317
Fisher	6	8	5	4	7
Foundland	1	1	1	3	0
Clifford	2	1	8	4	1
Homer	3	7	6	10	3
Ivesdale	0	0	0	1	1
Longview	2	0	0	3	1
Ludlow	4	7	5	23	11
Ma homet	15	23	21	24	22
Ogden	4	2	0	2	5
Pascatum	0	5	5	2	5
Philo	4	5	6	8	2
Rantoul	2	5	2	109	107
Royal	1	3	0	0	1
Sadorus	3	0	2	0	2
Savoy	10	13	9	7	10
Sidney	2	5	3	3	1
St. Joseph	11	13	9	9	3
Thomasboro	1	8	6	9	18
Tolono	11	15	15	16	12
Urbana	224	256	201	203	188

### 2010 Impounds By City/Village Cats

	2006	2007	2008	2009	2010
Bondville	0	0	0	0	0
Bondlands	1	9	0	0	0
City of Champaign	247	247	331	250	271
Unincorporated County	288	301	295	303	287
Fisher	7	1	8	5	22
Foodland	0	0	0	1	0
Clifford	8	3	2	0	9
Homer	13	2	2	4	9
Ironside	0	1	0	0	0
Ironside	0	1	0	2	9
Longview	0	0	2	2	4
Ludlow	3	0	16	0	4
Mahomet	31	15	9	11	6
Ogden	5	3	2	4	4
Pascataun	1	0	0	0	6
Philo	7	3	3	3	2
Rantoul	2	3	3	90	85
Royal	0	0	0	0	0
Royal	0	0	0	3	0
Sadorus	1	1	0	3	0
Savoy	5	8	2	7	8
Savoy	5	8	2	2	3
Skidney	1	4	3	2	7
St. Joseph	4	8	2	6	7
St. Joseph	4	8	2	6	7
Thomasboro	7	5	0	4	10
Thomasboro	7	5	0	4	10
Tolono	7	16	15	15	15
Tolono	7	16	15	15	15
Urbana	169	160	176	158	127

### 2010 Number of Animals Euthanized

	2006	2007	2008	2009	2010
Number of Dogs Euthanized	425	476	455	559	465
Number of Cats Euthanized	251	339	421	417	425
Number of Other Euthanized	12	3	18	7	6



■ Dog euthanized  
 ■ Cats Euthanized  
 ■ Other Euthanized

### 2010 Report of Animals Transferred

	2006	2007	2008	2009	2010
Number of Dogs Returned to Owner	509	522	587	492	507
Number of Cats Returned to Owner	56	44	45	59	49
Number of Other Animals Returned to Owner	0	4	1	2	1
Number of Dogs Transferred to CCHS	100	72	35	56	79
Number of Cats Transferred to CCHS	55	32	13	5	3
Number of Other Animals Transferred to CCHS	6	12	16	2	5
Number of Cats Transferred to CATsNAP	92	20	15	7	5
Number of Cats Transferred to Cattails Feline Rescue	353	352	349	369	403
Number of Dogs Transferred to Breed Rescue	39	53	82	70	78
Number of Other Animals Transferred to Rescue	10	11	2	16	0
Number of Dogs Transferred to Other Shelters	0	0	0	0	38
Number of Animals Adopted from ASF	0	18	4	2	5

### Number of Dogs and Cats Altered

	2006	2007	2008	2009	2010
Cats Spayed and Neutered	178	468	573	578	449
Dogs Spayed and Neutered	36	55	31	69	47
Pit bulls Spayed and Neutered	0	0	54	100	125

### 2010 Calls for Service

City/Village	2006	2007	2008	2009	2010
Village of Bondville	3	2	1	5	0
Village of Brownsville	5	3	3	4	1
City of Champaign	1432	1570	1452	1442	1507
Village of Fisher	11	19	16	13	27
Village of Foodland	2	3	3	4	1
Village of Gifford	4	4	6	12	15
Village of Homer	4	7	6	12	1
Village of Leesdale	7	5	1	6	8
Village of Longview	9	3	7	16	11
Village of Ludlow	0	7	5	6	11
Village of Maconzet	50	49	31	39	31
Village of Ogden	12	32	16	16	7
Village of Panola	1	8	10	8	6
Village of Phdo	14	17	16	17	21
Village of Ramoth	1	7	10	16	26
Village of Royal	5	3	6	1	6
Village of Sadorus	9	8	9	1	3
Village of Savoy	23	42	34	45	50
Village of Sidney	10	10	14	5	8
Village of St. Joseph	25	24	34	27	24
Village of Thomaston	4	10	12	13	18
Village of Tolono	21	18	22	18	20
City of Urbana	40	43	76	59	56
Unincorporated County	597	569	593	590	531

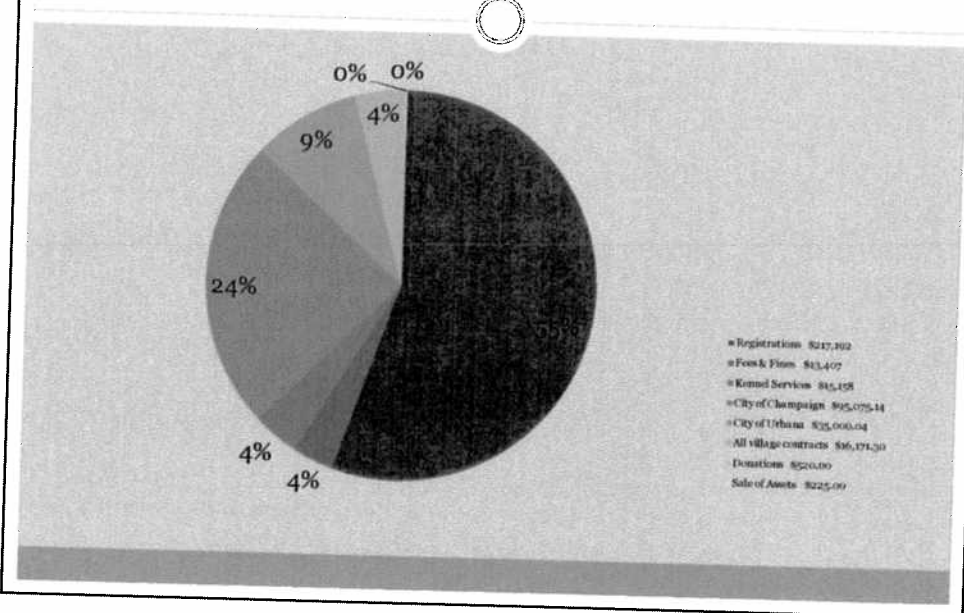
### 2010 Dangerous/Vicious Dogs



	2006	2007	2008	2009	2010
Number of Dangerous Dog Investigations	6	7	6	3	5
Number of Dogs Declared Dangerous	4	7	4	4	5
Number of Vicious Dog Investigations	0	0	1	0	0
Number of Dogs Declared Vicious	0	0	1	0	0



### 2010 Breakdown of Revenue



### 2010 Expenditures

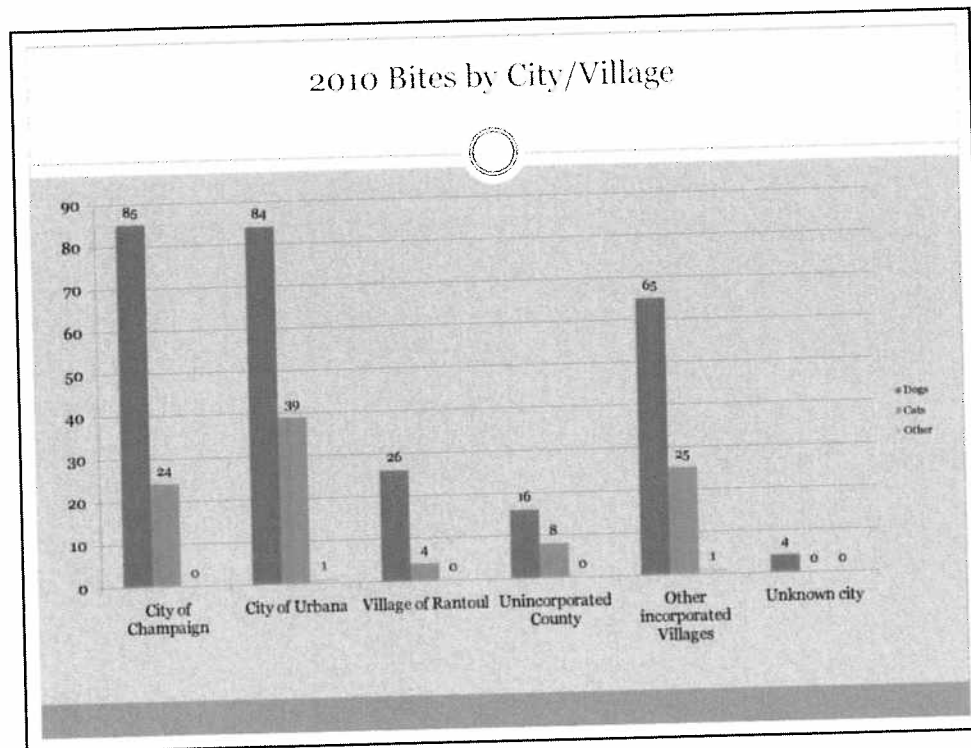
2008/2009	Personnel	Commodities	Services	Capital
Animal Control Services	\$121,201.69	\$15,725.98	\$16,442.27	\$0.00
Animal Impound Services	\$129,077.43	\$29,748.54	\$12,451.44	\$22,584.00
Animal Registrations	\$36,927.08	\$9,774.35	\$12,174.60	\$0.00
Administrative	\$63,857.80	\$359.90	\$3,710.92	\$0.00

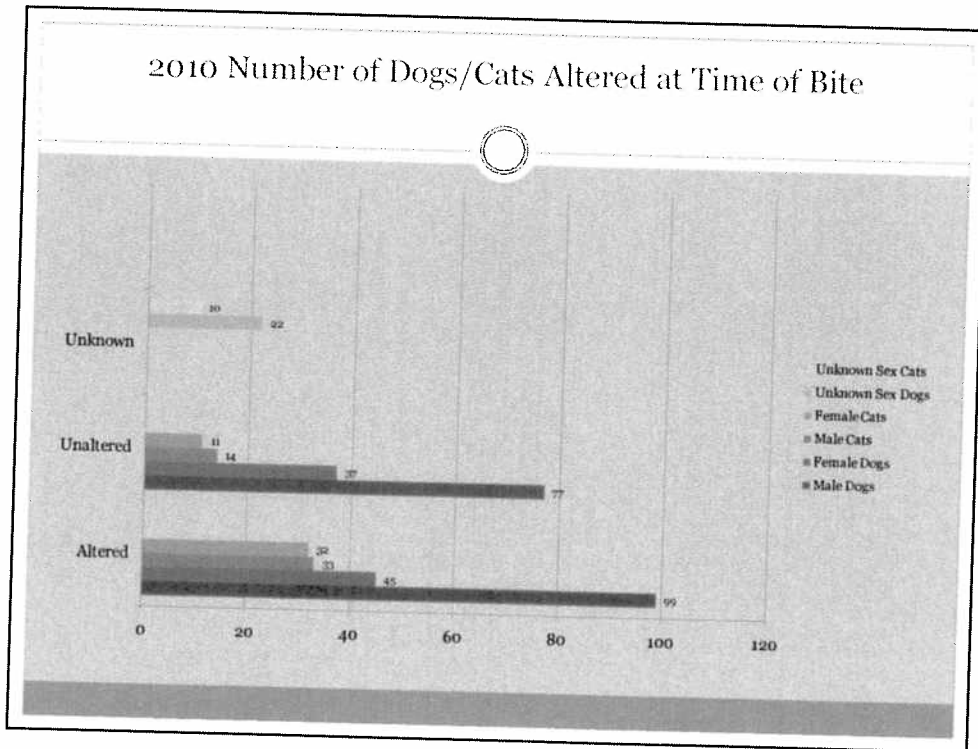
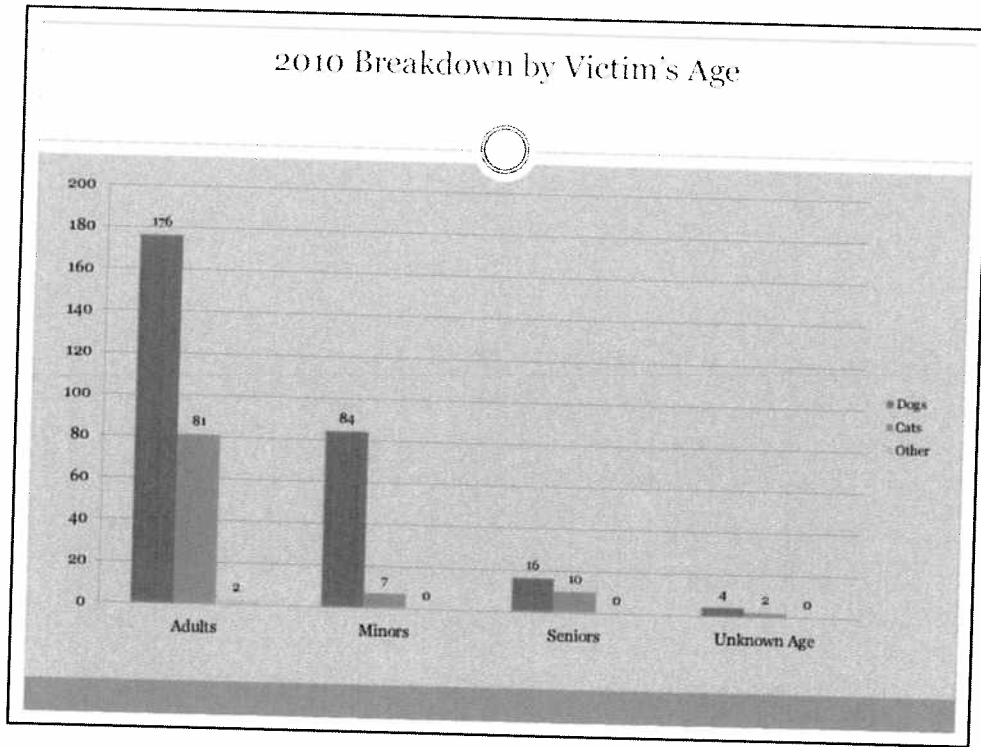
  

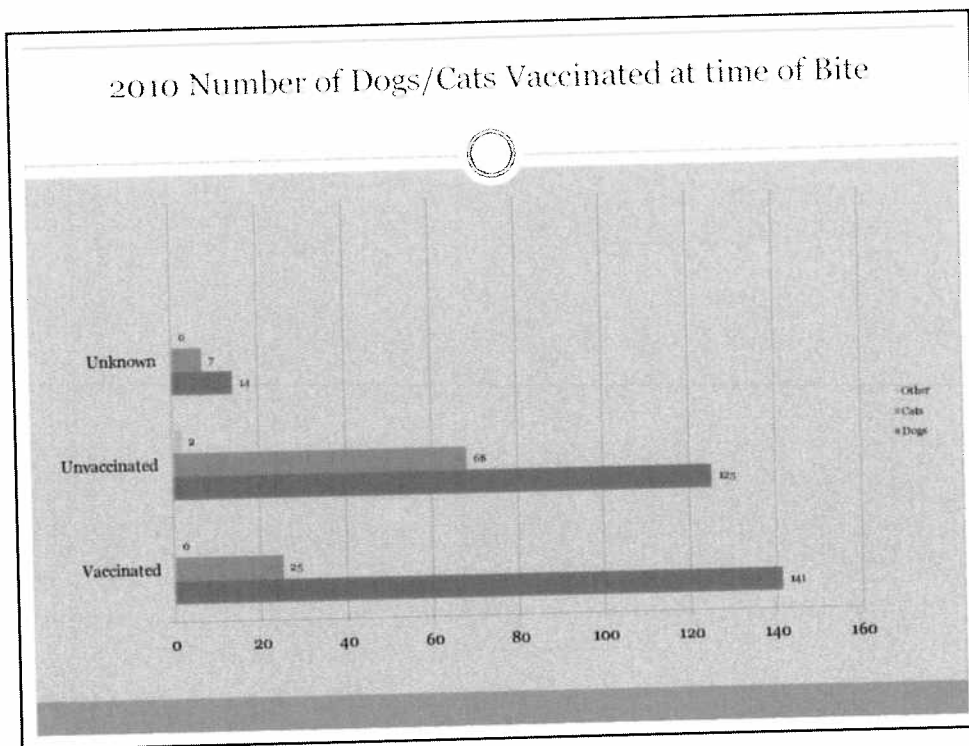
2009/2010	Personnel	Commodities	Services	Capital
Animal Control Services	\$126,180.28	\$16,772.76	\$9,069.54	\$28,392.75
Animal Impound Services	\$129,462.04	\$23,581.36	\$12,024.58	\$22,584.00
Administrative	\$103,024.24	\$12,074.69	\$12,137.03	\$0.00

### 2010 Animal Bites

	2006	2007	2008	2009	2010
Dog Bites	182	143	173	198	280
Cat Bites	42	47	45	55	100
Other Bites	0	5	4	4	2







***HANDOUTS for FINANCE AGENDA ITEM E –  
COUNTY ADMINISTRATOR***

<b><u>Agenda Item</u></b>	<b><u>Page No.</u></b>
1. General Corporate Fund FY2011 Budget Projection Report	1
2. General Corporate Fund FY2011 Budget Change Report	4
4a. Summary of New Funding Requests (corrected version – replaces Page 128 of Agenda Packet)	5
4d. Discussion & Direction for FY2012 General Corporate Budget – Administrator Recommendation	6

**FY2011 General Corporate Fund Revenue Projection Report**

September 13, 2011

SIGNIFICANT REVENUE LINE ITEMS/CATEGORIES	FY2010 YTD 8/31/2010	FY2010 ACTUAL 12/31/2010	FY2011 BUDGET 12/1/2010	FY2011 YTD 8/31/2011	Projected % to be Received	Projected \$\$ to be Received	\$ Difference to Original Budget
PROPERTY TAXES (CURRENT)	\$5,082,533	\$8,043,992	\$8,104,010	\$4,961,306	100%	\$8,104,010	\$0
PROPERTY TAXES (ESCROW)	\$0	\$0	\$0	\$0	0%	\$0	\$0
PROPERTY TAXES (BACK)	\$10,914	\$14,560	\$5,200	\$0	100%	\$5,200	\$0
MOBILE HOME TAXES	\$0	\$8,996	\$10,000	\$25	100%	\$10,000	\$0
PAYMENT IN LIEU OF TAXES	\$5,100	\$7,501	\$4,500	\$1,287	100%	\$4,500	\$0
COUNTY HOTEL/MOTEL TAX	\$17,316	\$27,580	\$31,000	\$14,186	71%	\$21,928	-\$9,072
COUNTY AUTO RENTAL TAX	\$9,604	\$14,552	\$15,000	\$10,099	106%	\$15,915	\$915
PENALTIES ON TAXES	\$123,051	\$640,898	\$724,000	\$117,859	90%	\$650,000	-\$74,000
BUSINESS LICENSES & PERMITS	\$22,911	\$32,164	\$41,750	\$39,917	102%	\$42,406	\$656
NON-BUSINESS LIC. & PERMITS	\$620,923	\$816,498	\$724,500	\$596,380	109%	\$787,094	\$62,594
FEDERAL GRANTS	\$354,390	\$514,188	\$500,679	\$440,417	100%	\$500,679	\$0
STATE GRANTS	\$146,931	\$201,248	\$255,264	\$186,904	100%	\$255,264	\$0
<b>STATE SHARED REVENUE</b>							
CORP. PERS. PROP. REPL. TAX	\$445,583	\$652,937	\$866,754	\$498,369	98%	\$851,937	-\$14,817
1% SALES TAX (UNINCORPOR.)	\$679,898	\$1,063,758	\$1,071,574	\$728,674	113%	\$1,212,059	\$140,485
1/4% SALES TAX (ALL COUNTY)	\$3,194,786	\$4,857,463	\$4,936,129	\$3,297,897	102%	\$5,045,530	\$109,401
USE TAX	\$256,542	\$399,249	\$415,000	\$332,623	120%	\$495,947	\$80,947
INHERITANCE TAX	\$306,350	\$334,125	\$165,709	\$0	0%	\$0	-\$165,709
STATE REIMBURSEMENT	\$1,169,477	\$1,271,402	\$1,265,203	\$1,288,622	102%	\$1,288,622	\$23,419
SALARY REIMBURSEMENT	\$246,867	\$371,302	\$212,075	\$141,342	100%	\$212,075	\$0
STATE REV./SALARY STIPENDS	\$38,159	\$38,159	\$31,100	\$31,100	100%	\$31,100	\$0
INCOME TAX	\$1,435,481	\$2,167,472	\$2,509,827	\$2,099,825	101%	\$2,541,797	\$31,970
CHARITABLE GAMES LIC/TAX	\$0	\$1,098	\$0	\$0	0%	\$0	\$0
OFF-TRACK BETTING	\$36,697	\$58,112	\$65,000	\$31,159	65%	\$42,565	-\$22,435
<b>LOCAL GOVERNMENT REVENUE</b>							
LOCAL GOVERNMENT REVENUE	\$471,363	\$728,644	\$530,276	\$417,596	120%	\$634,435	\$104,159
LOCAL GOVERNMENT REIMBURSE.	\$296,554	\$494,694	\$484,848	\$278,575	95%	\$459,381	-\$25,467
GENERAL GOVERNMENT	\$2,747,152	\$4,151,842	\$4,201,376	\$2,710,961	97%	\$4,087,051	-\$114,325
FINES	\$686,902	\$1,051,402	\$1,067,500	\$630,070	90%	\$962,997	-\$104,503
FORFEITURES	\$8,421	\$18,706	\$15,000	\$18,533	158%	\$23,741	\$8,741
INTEREST EARNINGS	\$23,424	\$49,718	\$23,500	\$7,746	64%	\$15,005	-\$8,495
RENTS & ROYALTIES	\$423,364	\$587,699	\$618,754	\$849,877	165%	\$1,018,754	\$400,000
GIFTS & DONATIONS	\$8,391	\$23,002	\$22,504	\$11,444	73%	\$16,372	-\$6,132
OTHR FIN. SOURCES--FIX. ASSETS	\$15,692	\$15,692	\$6,500	\$13,429	207%	\$13,429	\$6,929
OTHR. MISC. REVENUE	\$62,025	\$82,117	\$77,505	\$51,238	92%	\$71,008	-\$6,497
INTERFUND TRANSFERS	\$1,248,674	\$1,876,282	\$1,706,699	\$728,395	100%	\$1,706,699	\$0
INTERFUND REIMBURSEMENTS	\$106,754	\$404,054	\$438,849	\$106,709	100%	\$438,849	\$0
<b>TOTALS</b>	<b>\$20,302,228</b>	<b>\$31,221,106</b>	<b>\$31,147,585</b>	<b>\$20,642,563</b>	<b>101%</b>	<b>\$31,566,349</b>	<b>\$418,764</b>

**FY2011 General Corporate Fund Expenditure Projection Report**

SIGNIFICANT EXPENDITURE LINE ITEMS/CATEGORIES	FY2010 ACTUAL 8/31/2010	FY2010 ACTUAL 12/31/2010	FY2011 BUDGET 12/1/2010	FY2011 YTD 7/31/2011	PROJECTED % TO BE SPENT	PROJECTED \$ TO BE SPENT	\$ Difference to Original BUDGET (+/-)
<b>PERSONNEL</b>							
Regular Salaries & Wages	\$9,076,358	\$12,393,248	\$12,706,949	\$9,026,174	98.62%	\$12,531,018	-\$175,931
SLEP Salaries	\$5,027,798	\$6,887,878	\$6,876,945	\$4,859,583	98.10%	\$6,746,549	-\$130,396
SLEP Overtime	\$171,075	\$303,605	\$416,676	\$222,435	74.11%	\$308,806	-\$107,870
Fringe Benefits	\$1,854,678	\$2,460,951	\$2,748,552	\$1,967,945	95.47%	\$2,623,927	-\$124,625
<b>COMMODITIES</b>							
Postage	\$160,020	\$168,377	\$240,920	\$161,147	80.39%	\$193,677	-\$47,243
Purchase Document Stamps	\$360,000	\$495,800	\$448,750	\$380,925	109.66%	\$492,089	\$43,339
Gasoline & Oil	\$115,566	\$166,864	\$248,114	\$151,688	93.56%	\$232,146	-\$15,968
All Other Commodities	\$323,587	\$497,956	\$638,426	\$337,946	91.04%	\$581,197	-\$57,229
<b>SERVICES</b>							
Gas Service	\$314,367	\$400,422	\$400,000	\$273,933	91.13%	\$364,526	-\$35,474
Electric Service	\$578,955	\$898,374	\$900,000	\$546,203	96.30%	\$866,714	-\$33,286
Medical/Professional Services	\$806,973	\$1,147,926	\$1,017,458	\$798,957	106.21%	\$1,080,666	\$63,208
All Other Services	\$2,378,204	\$3,490,196	\$3,728,958	\$2,505,133	101.21%	\$3,774,107	\$45,149
<b>CAPITAL</b>							
Vehicles	\$0	\$19,140	\$80,000	\$64,957	100.00%	\$80,000	\$0
All Other Capital	\$36,697	\$173,007	\$112,774	\$55,176	100.00%	\$112,774	\$0
<b>TRANSFERS</b>							
To Capital Improvement Fund	\$0	\$137,020	\$123,028	\$123,028	100.00%	\$123,028	\$0
All Other Transfers	\$47,484	\$172,845	\$179,591	\$48,035	100.00%	\$179,591	\$0
<b>DEBT REPAYMENT</b>							
	\$348,081	\$361,741	\$395,979	\$375,015	100.00%	\$395,979	\$0
<b>TOTAL</b>	<b>\$21,599,842</b>	<b>\$30,175,350</b>	<b>\$31,263,120</b>	<b>\$21,898,280</b>	<b>98.16%</b>	<b>\$30,686,794</b>	<b>-\$576,326</b>

**FY2011 General Corporate Fund Projection Summary Report**

SUMMARY

FUND BALANCE 11/30/10	<b>Actual</b>	Fund Balance Less Loan
BEGINNING FUND BALANCE % OF BUDGET -	\$2,899,655	\$2,566,528
	9.28%	8.21%
ADD FY2011 REVENUE	<b>Budgeted</b>	<b>Projected</b>
LESS FY2011 EXPENDITURE	\$31,147,585	\$31,566,349
	\$31,263,120	\$30,686,794
<b>Revenue to Expenditure Difference</b>	<b>-\$115,535</b>	<b>\$879,555</b>
<b>Outstanding Loan to Nursing Home</b>	<b>-\$333,127</b>	<b>-\$333,127</b>
FUND BALANCE PROJECTION - 11/30/11	\$2,450,993	\$3,446,083
% of FY2011 Budget	7.84%	11.23%



## GENERAL CORPORATE FUND - FY2011 BUDGET CHANGE REPORT

<b>General Corporate Fund Original Budget As Of:</b>		<b>12/1/2010</b>
Expenditure		\$30,920,984
Revenue		\$30,920,984
Revenue/Expenditure Difference		\$0

<b>General Corporate Fund Budget As Of:</b>		<b>9/13/2011</b>		
Expenditure	\$31,263,120	% Inc/Dec	1.11%	<i>Revenue/Exp.</i> (\$115,535)
Revenue	\$31,147,585	% Inc/Dec	0.73%	

### EXPENDITURE CHANGES

Department	Description	Expenditure Change	Revenue Change	Difference
Physical Plant	Brookens Lighting Grant	\$60,924	\$60,924	\$0
County Board	MLK Event Accounting	\$7,500	\$7,500	\$0
EMA	EOC Grant	\$19,548	\$19,548	\$0
Planning & Zoning	Grant for Building Code Feasibility Study	\$8,045	\$8,325	\$280
Coroner	Indigent Cremation	\$302	\$302	\$0
State's Attorney	FY2011 Wage Changes	\$33,759	\$90,000	\$56,241
Coroner	Sale of Van	\$500	\$500	\$0
Public Properties	Debt Service for 202 Art Bartell	\$34,000	\$0	(\$34,000)
Various Departments	AFSCME 2011 Wage Increase	\$111,774	\$0	(\$111,774)
County Clerk	Benefits Payout for Retiring Employee	\$26,282	\$0	(\$26,282)
Public Properties	Energy Efficiency Lighting Grant	\$39,502	\$39,502	\$0
<b>TOTAL</b>		<b>\$342,136</b>	<b>\$226,601</b>	<b>(\$115,535)</b>

<b>Changes Attributable to Recurring Costs</b>	<b>\$180,335</b>	<b>\$90,802</b>	<b>(\$89,533)</b>
<b>Changes Attributable to 1-Time Expenses</b>	<b>\$161,801</b>	<b>\$135,799</b>	<b>(\$26,002)</b>

**SUMMARY of NEW FUNDING REQUESTS PRESENTED with FY2012 BUDGET**

Department	Project Title	FY2012	FY2013	FY2014	FY2015
Regional Office of Education	Truancy Services	\$45,000			
County Clerk	Programmer Position	\$50,000	\$50,000	\$50,000	\$50,000
Supervisor of Assessments	CAMA Software	\$24,500	\$23,625	\$27,025	\$30,575
IT	AV Technician		\$39,020	\$39,020	\$39,020
Circuit Court	Courtroom Sound Systems	\$52,000			
Public Defender	Staffing Increase Requests	\$10,000			
Sheriff	Squad Car Cameras	\$155,000	\$34,800	\$59,703	\$59,703
State's Attorney	Staffing Increase Requests	\$76,069	\$76,069	\$76,069	\$76,069
Coroner	Morgue Facility	\$38,000			
Physical Plant	Required elevator upgrades				
Physical Plant	County Board Room Update	\$98,579	\$15,000	\$75,000	
Physical Plant	Brookens Generator Project	\$561,000			
<b>TOTAL ALL REQUESTS</b>		<b>\$1,110,148</b>	<b>\$238,514</b>	<b>\$326,817</b>	<b>\$255,367</b>
		<b>4-YEAR TOTAL</b>			<b>\$1,930,846</b>

**DISCUSSION DIRECTION -  
ADMINISTRATOR RECOMMENDATION FOR GENERAL CORPORATE FUND FY2012 BUDGET**

<b>Revenue</b>	<b>\$31,500,326</b>
<b>Expenditure</b>	<b>\$31,666,799</b>
<i>Revenue to Expenditure Deficit</i>	<i>-\$166,473</i>
<b>Recommend Marriage License/Civil Union License Fee Increase</b>	<b>\$66,000</b>
<i>Amended Revenue to Expenditure Deficit</i>	<i>-\$100,473</i>

*FY2012 Budget Includes one-time expenditures in County Clerk's Budget - not to be repeated in FY2013 for 10-Year Redistricting and Presidential Election* **\$103,530**

<b>FUND BALANCE PROJECTION</b>	
FY2012 Budget	\$31,666,799
10% Fund Balance	\$3,166,680
Projected FY2011 Ending Fund Balance	\$3,446,083
<hr/>	
Funds available for One-time expenditure & still maintain 10% Fund Balance	<b>\$279,403</b>

***Recommend Appropriation of the \$100,473 Shortfall from FY2012 current revenues (fund balance) to cover one-time election expenses for FY2012.***

***Balance Remaining for One-time expenditures & Maintain 10% Fund Balance*** **\$178,930**

***NEW FUNDING PRIORITY RECOMMENDATIONS:***

Courts Sound System	\$52,000
Camera for Squad Cars	\$126,930
<b>Total</b>	<b>\$178,930</b>

**RECOMMENDATION:**

Add \$178,930 to Contingent Line Item for FY2012 - to be used for new funding designated by County Board (Administrator recommendation - Courts Sound System & Cameras for Squad Cars) Determine the FY2011 Ending Fund Balance (Actual) in January, and allow appropriation of Fund Balance in excess of \$3,267,153 (10% required balance plus \$100,473 for FY2012 shortfall) to be transferred to Courts and Sheriff for respective new funding projects.

## **Kay Rhodes**

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**From:** Pius Weibel  
**Sent:** Monday, September 12, 2011 2:26 PM  
**To:** Full County Board  
**Cc:** Deb Busey; David DeThorne; Ranae Wolken; Kay Rhodes  
**Subject:** Memorandum: Closed minutes review policy--proposal for discussion

For some time I have been thinking about a procedure to deal with the sizable number of closed session minutes for the County Board. Below are the guidelines that I am presenting to you at this time. With such guidelines in place, it will lead to a more orderly method of reviewing closed session minutes and a more orderly procedure to consider making the minutes public.

First, here is a brief description of the board's relevant duties under the OMA:

At least semi-annually the County Board must meet to review minutes of all closed meetings. The Board must determine and report in an open session that either (1) the need for confidentiality still exists or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Therefore the Board should determine either the need for confidentiality exists or that the minutes no longer require confidentiality. Therefore, the board should determine one way or the other; there is no default.

Proposed guidelines:

1. Health Insurance negotiations: open after 10
2. Union Negotiations: open after 10
3. Salary Schedules: open after 10
4. Personal matters (Discipline, performance, termination) concerning individual employees: remain closed until death, or 10 years after death, or forever.
5. Employment/hiring of specific employee: open after 20, unless still employed
6. Compensation of specific employee: open after 10, unless still employed
7. Land transactions (Purchase/lease/sale): open after 10
8. Litigation: per SA opinion
9. Exceptions: per SA opinion

I do not consider any of these guidelines set in stone, but I do feel that having guidelines is worthwhile.

Pius