

## **Minutes of the Executive Committee Meeting**

The Executive Committee of the McLean County Board met on Tuesday, February 10, 2009, at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Sorensen, Members Owens, Bostic, Gordon, Renner, Segobiano, Nuckolls, and Butler

Members Absent: Member Hoselton

Other Members Present: None

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Mr. Bill Wasson, Director, Administrative Services; Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/  
Elected Officials Present: Mr. Craig Nelson, Director, Information Technologies; Mr. Bob Kahman, Supervisor of Assessments

Others Present: Ms. Lisa Pieper, Regional Vice President, Children's Home and Aid Foundation

Chairman Sorensen called the meeting to order at 4:34 p.m.

Chairman Sorensen presented the minutes from the January 13, 2009 Executive Committee meeting and the December 16, 2008 Stand-Up meeting. Hearing no additions or corrections to those minutes, Chairman Sorensen advised that the minutes would stand approved as presented.

Chairman Sorensen presented the Reappointments, Appointments and Resignations.

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

Chairman Sorensen presented a request for approval of an Agreement with Levi, Ray & Shoup, Inc. (LRS) for Training Classes as requested by Information Technologies.

Mr. Craig Nelson, Director, Information Technologies, explained that this contract provides training to Information Technologies. He noted that the contract will allow the County to purchase 40 training units (days) at a discounted cost of \$315.00 per day, as opposed to the "rack rate" pricing of \$465.00 per day. The difference of \$150.00 per day applied against 40 learning units provides the County with a discount of \$6,000.00 in training. Mr. Nelson indicated that the monies for the training are a part of the approved FY'2009 budget.

Motion by Nuckolls/Owens to Recommend Approval  
of an Agreement with Levi, Ray & Shoup, Inc. (LRS)  
for Training Classes – Information Technologies.  
Motion carried.

Mr. Nelson presented a request for approval of an Agreement with Sidwell Company for GIS Database Services. He stated that the purpose of the proposal is to enlist the aid of Sidwell in reorganizing, relocating and tuning the GIS database for maximum performance. The proposal price of \$24,190.00 and the necessary supporting equipment and software has been allocated in the departmental budget of the Supervisor of Assessments and the Information Technologies Department.

Mr. Nelson advised that, last June, it was discovered that the primary copy of or GIS database being edited by the Sidwell Company had several flaws in it. These are technical flaws that have accumulated over time. Mr. Nelson indicated that some are due to the nature of the structure of the database and others are due to editing error which has occurred over time.

Mr. Nelson stated that Sidwell has developed a plan by which they can correct the errors identified. At the same time, Information Technologies wishes to leverage the associated downtime in order to relocate the database from Sidwell's location in St. Charles, IL, to Information Technologies. This is in keeping with the County's plan to integrate the services Sidwell is providing into our own organization. Mr. Nelson noted that relocating the database will provide for more responsive editing sessions for users editing the GIS and provision the County to reduce overall service expenses to Sidwell. Currently County users editing the database must connect to Sidwell via VPN (Virtual Private Network) which can lead to significant lags in performance.

Motion by Segobiano/Bostic to Recommend Approval  
of an Agreement with Sidwell Company for GIS  
Database Services – Information Technologies.  
Motion carried.

Chairman Sorensen presented the yearly request for approval of the Review of the Closed Minutes. He asked Mr. Zeunik to explain the process taken to make the recommendations regarding opening the minutes or keeping the minutes closed. Chairman Sorensen indicated that copies of the minutes are available for review should it be necessary.

Mr. Zeunik explained that, consistent with requirements under state law, the County Board is required to review the closed minutes and provide a recommendation to the Executive Committee and the County Board as to whether or not the minutes should be opened. Mr. Zeunik indicated Mr. Eric Ruud, First Civil Assistant State's Attorney, and he go through the minutes, as well as adding the minutes from the prior year that were in Closed Session. He advised that the criteria to determine when to recommend that the minutes remain closed are as follows:

- If the minutes involve any personnel matter, particularly if the individual(s) still work for the County.
- Any matter that involves collective bargaining that would in any way reflect either the strategy of the Finance Committee or the negotiation process between bargaining units and the County.
- Any matter involving litigation where either the litigation continues or the result of the litigation is such that it is inappropriate to make it a matter of public record.

Mr. Zeunik stated that, after reviewing the minutes, one set of Finance Committee Executive Session minutes were recommended to be opened. The minutes involved litigation with an outcome that was such that the minutes can be opened with no impact on the County or the other party to the litigation.

Motion by Segobiano/Owens to Recommend  
Approval of the Review of the Closed Minutes.

Ms. Bostic pointed out that some of the older Executive Session Minutes under the purview of the Property Committee appear to be related to the purchase of real estate, likely the McBarnes Building. She asked if these needed to continue to be closed. Mr. Zeunik replied that the minutes are related to the McBarnes Building. He advised that there are discussions in the minutes that need to remain closed because of various parties involved at that time.

Mr. Gordon questioned the need to keep closed a Land Use and Development Committee set of minutes from 18 years ago. Mr. Zeunik replied that the recommendation is to keep those minutes closed because there are discussions in the minutes between various parties at that time.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Mr. Stan Hoselton, Chairman, Transportation Committee, was unable to attend the meeting. Chairman Sorensen presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Department Fund 0122, McLean County Highway Department 0055.

Motion by Segobiano/Gordon to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Department Fund 0122, McLean County Highway Department 0055.

Chairman Sorensen presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Department Fund 0123, McLean County Highway Department 0055.

Motion by Segobiano/Owens to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Department Fund 0123, McLean County Highway Department 0055.

Mr. Segobiano asked if it is possible to save time by combining more than one fund within a single program into the Appropriation Ordinance, rather than as separate items. Mr. Zeunik replied that, under Illinois Law, an Emergency Appropriation Ordinance requires a two-thirds affirmative vote by the Board, which is why they are handled individually. He stated that both of these Ordinances involve work done on the Danvers-Carlock Road. These Ordinances are amendments to bring the 2008 budget in line with the final expenses that were incurred in these two funds.

Mr. Segobiano suggested that yearly "housekeeping" issues be combined in order to save time.

Ms. Bostic asked how much over budget was the Danvers-Carlock road project. Mr. Zeunik replied that he will look it up and let her know.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Chairman Sorensen advised that a Highway Department truck was involved in an accident yesterday. He reported that the truck was totaled, but the driver is recuperating at home and is doing fine.

Mr. Ben Owens, Chairman, Finance Committee, presented a request for approval of an Ordinance of the McLean County Board amending the 2009 Combined Annual Budget and Appropriation Ordinance – County Auditor's Office.

Motion by Owens/Renner to recommend approval of an Ordinance of the McLean County Board Amending the 2009 Combined Annual Budget and Appropriation Ordinance – County Auditor's Office.

Motion carried.

Mr. Owens presented a request for approval of an Ordinance transferring monies from the County General Fund 0001 to the Children's Advocacy Center Fund 0129, the F.I.C.A./Social Security Fund 0130, the I.M.R.F. Fund 0131 and the Tort Judgment Fund 0135, Fiscal Year 2009 – County Administrator's Office.

Motion by Owens/Bostic to Recommend Approval of an Ordinance Transferring monies from the County General Fund 0001 to the Children's Advocacy Center Fund 0129, the F.I.C.A./Social Security Fund 0130, the I.M.R.F. Fund 0131 and the Tort Judgment Fund 0135, Fiscal Year 2009 – County Administrator's Office.

Motion carried.

Mr. Owens presented a request for approval of a Resolution Transferring Monies from the Working Cash Fund 0002 to the F.I.C.A./Social Security Fund 0130, Fiscal Year 2009 – County Administrator's Office.

Motion by Owens/Segobiano to Recommend Approval of a Resolution Transferring Monies from the Working Cash Fund 0002 to the F.I.C.A./Social Security Fund 0130, Fiscal Year 2009 – County Administrator's Office.

Motion carried.

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Mr. Owens presented a request for approval of an Ordinance Transferring Monies from the TB Care and Treatment Fund 0111 and the Health Department Fund 0112 to the Persons with Developmental Disabilities Fund 0110, Fiscal Year 2009 – County Administrator's Office.

Motion by Owens/Renner to Recommend Approval of an Ordinance Transferring Monies from the TB Care and Treatment Fund 0111 and the Health Department Fund 0112 to the Persons with Developmental Disabilities Fund 0110, Fiscal Year 2009 – County Administrator's Office.  
Motion carried.

Mr. Owens stated that there were several items to be forwarded to the County Board. He noted that Ms. Jennifer Ho, Risk Management, did an outstanding job in reviewing the County's insurance coverage. Mr. Owens advised that the 2009 insurance coverage is \$38,000.00 less than what was anticipated and the coverage was increased.

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

Mr. Tari Renner, Chairman, Justice Committee, presented a request for approval of an Amendment to the Contract between the Eleventh Judicial Circuit Court, the County of McLean and the Children's Foundation for the Children's Waiting Room, Circuit Court. He also presented a request for Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal year 2009 Combined Annual Appropriation and Budget Ordinance, Children's Waiting Room Fund 0171, Circuit Court 0016. Mr. Renner indicated these two items can be voted upon together.

Motion by Renner/Owens to Recommend Approval of an Amendment to the Contract between the Eleventh Judicial Circuit Court, the County of McLean and the Children's Foundation for the Children's Waiting Room, Circuit Court; and to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2009 Combined Annual Appropriation and Budget Ordinance, Children's Waiting Room Fund 0171, Circuit Court 0016.  
Motion carried.

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

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

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

Ms. Diane Bostic, Chairman, Property Committee, presented a request for approval of a Parking Lease Amendment with the City of Bloomington – Facilities Management.

Motion by Bostic/Segobiano to recommend approval of a Parking Lease Amendment with the City of Bloomington – Facilities Management.  
Motion carried.

Ms. Bostic presented a request for approval of an Emergency Appropriation Ordinance amending the Fiscal Year 2009 Combined Annual Budget and Appropriation Ordinance – General Fund 0001, Facilities Management Department 0041. She noted that this is an increase of \$4,070.00 for the additional parking spaces.

Motion by Bostic/Gordon to Recommend Approval of an Emergency Appropriation Ordinance Amending the Fiscal Year 2009 Combined Annual Budget and Appropriation Ordinance – General Fund 0001, Facilities Management Department 0041.

Chairman Sorensen asked if this is for parking County vehicles. Ms. Bostic replied that these are parking spaces in the Lincoln Parking Deck for County employees. She noted that the City of Bloomington recently turned over 11 more parking spaces to the County. Ms. Bostic added that there is a significant waiting period for County employee parking spaces.

Mr. Zeunik indicated that this is the lease entered into with the City when the Coliseum was built. At that time, the County lost use of the surface parking lot with 176 spaces, which was part of the agreement when the County purchased the 200 W. Front Street building for the Health Department. The City agreed to provide the 176 spaces at the Lincoln Parking Deck. Mr. Zeunik stated that the County has continued to ask the City for additional spaces.

Mr. Zeunik advised that all of the 187 spaces are used by County employees and the employees pay the monthly fee through payroll deduction. He noted that there is a slight discount by going through payroll deduction versus going through the City Parking Office.

Mr. Nuckolls asked what is the arrangement with the parking area next to Central Station Restaurant. Mr. Zeunik replied that parking in that lot includes public parking, visitor parking, a space designated for the Department of Building and Zoning's vehicle, and spaces for City vehicles.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

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

Mr. John Zeunik, County Administrator, noted that there has been a lot of media attention recently concerning local governmental budgets, sales tax revenue, etc. Mr. Zeunik provided the following information:

- For Fiscal Year 2008, the sales tax approved budget amount was \$5,900,450.00. The actual amount collected was \$5,828,264.00, which is 98.8% of budget.
- The State Income Tax 2008 budgeted figure was \$1,850,400.00. At year end, the actual figure was \$1,914,957.00, or 103.5% of budget.
- The Personal Property Replacement Tax revenue budgeted figure was \$1,590,750.00. The actual figure was \$1,626,505.00, which is 102.2% of budget.

Mr. Zeunik stated that, on balance, the County did fine in Fiscal Year 2008. He pointed out that we are only one month into the new fiscal year, which makes it difficult to project what may happen. Mr. Zeunik reported the following data:

- Through the month of January, sales tax revenue was \$449,978.00, which is 7.8% of budget. In January we should be at 8.3%.
- State Income Tax in January was \$149,319.00, which is 7.8% of budget.
- Personal Property Replacement Tax Revenue was \$173,854.00, which is 9.3% of budget, or 1.0% ahead.

Mr. Zeunik indicated that, after just one month of the new fiscal year, there is no way to predict whether or not the County will have a good year or an awful year. However, the limited data available shows that the efforts the County made to conservatively budget revenues seems to be tracking fairly close. Mr. Zeunik stated that we will keep an eye on it and report to this Committee and the Finance Committee if we see trends that indicate we need to dial the numbers down further. He noted that the County Board has consistently taken a very conservative approach to the budget, which is reflected in these numbers. Mr. Zeunik added that, hopefully, we will continue to see that the lower revenue estimates for 2009 prove to be accurate and we stay on course.

Mr. Gordon asked if there is a quick way to cumulate the three revenues sources to come up with an estimate of where we are and where we might be. Mr. Zeunik replied that he will check.

Mr. Segobiano expressed concern with providing additional funds to the Children's Waiting Room as was approved earlier. Mr. Segobiano pointed out that, if revenue continues to decline, it will be necessary to begin to look where to cut money in the budget in order to provide vital services. Mr. Zeunik responded that the Administrator's Office has discussed potential approaches to saving money. He noted that they are looking at the following:

- What savings will be realized from the Early Retirement Incentive Program?
- Are there positions that will be vacated in the next three or four months as a result of the Early Retirement Incentive Program that do not need to be filled?
- Are there Capital expenditures and other discretionary expenses that can be deferred?

Mr. Zeunik stated that it is difficult, in January, to determine a trend for the year. He noted that the Administrator's Office is most anxious to see the sales tax figure for March because, typically, that is the largest sales tax month of the year, as it reflects the Christmas season sales. Mr. Zeunik indicated that this is a good number to compare with last year's number. March is also the end of the County's first quarter and will provide three months of data to review.

Chairman Sorensen presented the final December 31, 2008 bills as recommended and transmitted by the County Auditor for payment. The Fund Total is \$19,965.34 and the Prepaid Total is the same.

Motion by Owens/Gordon to recommend approval of the final Executive Committee bills for December 31, 2008 as presented to the Committee by the County Auditor.  
Motion carried.

Chairman Sorensen presented the January 31, 2009 bills as recommended and transmitted by the County Auditor for payment. The Fund Total is \$313,855.80 and the Prepaid Total is the same.

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Motion by Segobiano/Bostic to recommend approval of the Executive Committee bills for January 31, 2009 as presented to the Committee by the County Auditor.  
Motion carried.

There being no further business to come before the Committee, the meeting was adjourned at 5:04 p.m.

Respectfully Submitted,

Judith A. LaCasse  
Recording Secretary