



***SPECIAL JUSTICE COMMITTEE AGENDA***  
Law and Justice Center, Room 703  
**Tuesday, October 21, 2003**

*Immediately following County Board*

1. Roll Call
2. Appearance by Members of the Public
3. Departmental Matters:
  - A. John Zeunik, County Administrator
    - 1) Items to be presented for Action:
      - a) Review of Fiscal Year 2004 Recommended Budget:

|      |   |         |
|------|---|---------|
| (1)  | Circuit Court   | 1 - 3   |
| (2)  | Circuit Court IV-D Child Support Enforcement Fund 0156    | 4 - 5   |
| (3)  | State's Attorney's Office                                 | 6 - 8   |
| (4)  | State's Attorney's Asset Forfeiture Fund 0152             | 9 - 10  |
| (5)  | State's Attorney IV-D Child Support Enforcement Fund 0156 | 11 - 13 |
| (6)  | Public Defender   | 14 - 16 |
| (7)  | Merit Commission  | 17 - 19 |
| (8)  | Sheriff's Department                                      | 20 - 23 |
| (9)  | Sheriff's Court Security Fund 0141                        | 24 - 26 |
| (10) | Sheriff's COPS in School Fund 0160                        | 27 - 29 |
| (11) | Coroner's Office  | 30 - 33 |
| (12) | Rescue Squad  | 34 - 35 |
| (13) | E.S.D.A. Department                                       | 36 - 38 |
| (14) | Metro McLean County Centralized Communications            | 39 - 42 |

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

4. Other Business and Communication

5. Adjournment

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McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund: General 0001   |                   | Department: Circuit Court 0016 |                            | Pages: 50 -- 52    |                         |
|----------------------|-------------------|--------------------------------|----------------------------|--------------------|-------------------------|
| CATEGORY             | FY 2002 BUDGET    | FY 2003 BUDGET                 | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue              | \$ 11,865         | \$ 11,865                      | \$ 11,685                  | \$ (180)           | -1.52%                  |
| Salaries             | \$ 337,676        | \$ 340,862                     | \$ 342,441                 | \$ 1,579           | 0.46%                   |
| Fringe Benefits      | \$ 25,300         | \$ 28,050                      | \$ 30,800                  | \$ 2,750           | 9.80%                   |
| Materials & Supplies | \$ 36,100         | \$ 33,700                      | \$ 34,200                  | \$ 500             | 1.48%                   |
| Contractual          | \$ 363,475        | \$ 370,925                     | \$ 370,625                 | \$ (300)           | -0.08%                  |
| Capital Outlay       | \$ -              | \$ 6,250                       | \$ 3,000                   | \$ (3,250)         | -52.00%                 |
| Other                | \$ -              | \$ -                           | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 762,551</b> | <b>\$ 779,787</b>              | <b>\$ 781,066</b>          | <b>\$ 1,279</b>    | <b>0.16%</b>            |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Circuit Court 0016

Highlights of the Recommended Budget:

REVENUE:

410.0039 Reimbursement from Other Governments: This revenue line item accounts for the reimbursement to be received from the other Counties in the 11<sup>th</sup> Circuit for the salary and fringe benefit expense of the full-time Circuit Court Secretary for the Trial Court Administrator. Since the Trial Court Administrator provides administrative services to all five Counties in the Circuit, the other Counties agreed to reimburse McLean County for the salary and fringe benefit expense for this position. The reimbursement is based on the number of cases filed in each County for the prior year.

EXPENDITURES:

Personnel:

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

Materials and Supplies:

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

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628.0001 Copy/Microfilm Expense: This line item account has increased from \$4,500 in the FY'2003 Adopted Budget to \$5,000 in the FY'2004 Recommended Budget. This increase is attributable to the addition of the 12<sup>th</sup> Judge hearing cases in McLean County on a full-time basis beginning in January, 2004.

Contractual:

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

773.0001 Non Contractual Services: This line item account has increased from \$500 in the FY'2003 Adopted Budget to \$1,000 in the FY'2004 Recommended Budget. This increase is attributable to the increase in the use of interpreter services by the Court.

795.0001 Telephone Service: This line item account has increased from \$29,800 in the FY'2003 Adopted Budget to \$30,000 in the FY'2004 Recommended Budget. This increase is attributable to the request received from the Court to purchase new phone sets for the judicial secretaries.

Capital:

832.0002 Lease/Purchase Office Equipment: This line item account includes funding for the following capital item:  
Lease/Purchase 2 High Volume copiers.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: IDPA IV-D 0156

Department: Circuit Court 0016

Pages: 53 -- 54

| CATEGORY             | FY 2002 BUDGET   | FY 2003 BUDGET   | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|------------------|------------------|----------------------------|--------------------|-------------------------|
| Revenue              | \$ 36,500        | \$ 33,400        | \$ 33,400                  | \$ -               | 0.00%                   |
| Salaries             | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| Fringe Benefits      | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| Materials & Supplies | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| Contractual          | \$ 36,500        | \$ 33,400        | \$ 33,400                  | \$ -               | 0.00%                   |
| Capital Outlay       | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| Other                | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 36,500</b> | <b>\$ 33,400</b> | <b>\$ 33,400</b>           | <b>\$ -</b>        | <b>0.00%</b>            |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: IV-D Project Child Support Enforcement Fund 0156      Department: Circuit Court 0016

Highlights of the Recommended Budget:

The Circuit Court's IV-D Project Child Support Enforcement Special Revenue Fund 0156 was established to account for the receipt of Illinois Department of Public Aid Funding and the expenditures for this new Child Support Enforcement program in the Circuit Court. As in Fiscal Year 2003, the Circuit Court's expenditures will be primarily for Contract Services, specifically, the services of a contract attorney who will carry out initial case review and screenings for the Circuit Court. The proposed Fiscal Year 2004 Recommended Budget reflects no increase in the contract dollar amount from the Illinois Department of Public Aid. Therefore, the Fiscal Year 2004 Recommended Budget is identical to the Fiscal Year 2003 Adopted Budget.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund: General 0001   |                     | Department: State's Attorney's Office 0020 |                            | Pages: 57 -- 61    |                         |
|----------------------|---------------------|--|----------------------------|--------------------|-------------------------|
| CATEGORY             | FY 2002 BUDGET      | FY 2003 BUDGET                             | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue              | \$ 496,839          | \$ 319,790                                 | \$ 357,481                 | \$ 37,691          | 11.79%                  |
| Salaries             | \$ 1,576,071        | \$ 1,555,973                               | \$ 1,612,572               | \$ 56,599          | 3.64%                   |
| Fringe Benefits      | \$ 82,225           | \$ 83,513                                  | \$ 96,600                  | \$ 13,087          | 15.67%                  |
| Materials & Supplies | \$ 34,060           | \$ 33,370                                  | \$ 37,215                  | \$ 3,845           | 11.52%                  |
| Contractual          | \$ 214,157          | \$ 201,580                                 | \$ 221,620                 | \$ 20,040          | 9.94%                   |
| Capital Outlay       | \$ 5,300            | \$ 5,300                                   | \$ 3,775                   | \$ (1,525)         | -28.77%                 |
| Other                | \$ -                | \$ -                                       | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 1,911,813</b> | <b>\$ 1,879,736</b>                        | <b>\$ 1,971,782</b>        | <b>\$ 92,046</b>   | <b>4.90%</b>            |

Please see attached highlights of the Recommended Budget.



McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: State's Attorney's Office 0020

REVENUE:

All REVENUE line item accounts have been budgeted at the same dollar amount as in the FY'2003 Adopted Budget with the following exceptions:

410.0034 State's Attorney's Fees: This line item account has increased from \$70,000 in the FY'2003 Adopted Budget to \$73,000 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual revenue and the year to date revenue as of the date the Recommended Budget was prepared.

407.0048 Violent Crime Victims Assistance: This line item account has increased from \$ 0 in the FY'2003 Adopted Budget to \$64,691 in the FY'2004 Recommended Budget. This increase reflects the grant funding to be received in FY'2004 for the Violent Crime Victims Assistance grant.

EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget includes the following changes in the FTE Staffing Level:

The Legal Assistant II position is increased by 0.50 FTE to reflect the grant funding received to fund this position.

Materials and Supplies:

620.0001 Office Supplies: This line item account has increased from \$6,970 in the FY'2003 Adopted Budget to \$10,800 in the FY'2004 Recommended Budget. This increase is attributable to the costs for toner cartridges for the printers in the

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office. The FY'2003 expense for toner cartridges is projected to be \$5,800. Last year, the actual expense for the purchase of toner cartridges was \$3,655.

Contractual Services:

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

706.0001 Contract Services: This line item account has increased from \$42,200 in the FY'2003 Adopted Budget to \$58,280 in the FY'2004 Recommended Budget. This line item includes funding for the following contract agreements: \$30,000 for the contract attorney assigned to the Traffic Division and \$16,080 for two grant-funded victim assistance providers. In addition, this line item includes the contract with TransWorld Systems for collection efforts.

715.0001 Dues and Memberships: This line item account has increased from \$4,070 in the FY'2003 Adopted Budget to \$6,250 in the FY'2004 Recommended Budget. This increase reflects the Attorney Registration and Disciplinary Commission annual dues for each full-time attorney (\$229 per attorney) and the annual membership fee for the Corporate Alliance to End Partner Violence (\$1,250).

750.0001 Equipment Maintenance Contract: This line item account has increased from \$3,170 in the FY'2003 Adopted Budget to \$3,500 in the FY'2004 Recommended Budget. This increase is based on the projected FY'2004 maintenance contract expense for the photocopiers in the office.

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

Capital Outlay:

832.0002 Lease/Purchase of Furnishings/Office Equipment: This line item account includes funding for the annual lease/purchase expense of the following capital items: 2 Savin 2070 photocopiers.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY             | Fund:                 | State's Attorney's | Department: | State's Attorney's Office 0020 | Pages:      | 62 -- 63     |
|----------------------|-----------------------|--------------------|-------------|--------------------------------|-------------|--------------|
|                      | Asset Forfeiture 0152 | FY 2002            | FY 2003     | RECOMMENDED                    | AMOUNT      | % INCREASE   |
|                      | BUDGET                | BUDGET             | BUDGET      | FY 2004 BUDGET                 | OF INCREASE | OVER FY 2003 |
| Revenue              | \$ 100,000            | \$ 30,000          | \$ 1,600    | \$ (28,400)                    | -94.67%     |              |
| Salaries             | \$ -                  | \$ -               | \$ -        | \$ -                           | N/A         |              |
| Fringe Benefits      | \$ -                  | \$ -               | \$ -        | \$ -                           | N/A         |              |
| Materials & Supplies | \$ -                  | \$ -               | \$ -        | \$ -                           | N/A         |              |
| Contractual          | \$ 20,000             | \$ -               | \$ 1,600    | \$ 1,600                       | N/A         |              |
| Capital Outlay       | \$ -                  | \$ -               | \$ -        | \$ -                           |             |              |
| Other                | \$ 80,000             | \$ 30,000          | \$ -        | \$ (30,000)                    | -100.00%    |              |
| <b>TOTAL:</b>        | \$ 100,000            | \$ 30,000          | \$ 1,600    | \$ (28,400)                    | -94.67%     |              |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Asset Forfeiture Fund 0152

Department: State's Attorney's Office 0020

Highlights of the Recommended Budget:

The State's Attorney's Asset Forfeiture Fund 0152 was established to account for the receipt of funds derived from the seizure and sale of assets used in the distribution and sale of drugs. The State's Attorney's Asset Forfeiture Fund is a Special Revenue Fund that must be balanced within the Fund.

REVENUE:

410.0097 State's Attorney Asset Forfeiture: This line item account has been decreased from \$30,000 in the FY'2003 Adopted Budget to \$1,600 in the FY'2004 Recommended Budget.

EXPENDITURES:

Other:

999.0001 Interfund Transfer: This line item account has been budgeted at \$ 0 in the FY'2004 Recommended Budget. In prior years, a transfer was made to the County's General Fund to cover the professional services contract expense for an attorney in the State's Attorney's Office. Because the State's Attorney's Asset Forfeiture Fund is currently in the "red" and the prospect for a large increase in revenue is, at best, problematic, no dollars have been budgeted for an Interfund Transfer in FY'2004.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund:                   | State's Attorney IDPA<br>IV-D Project 0156 | Department: State's Attorney's Office 0020 | Pages: 64 -- 66               |                       |                            |
|-------------------------|--|--|-------------------------------|-----------------------|----------------------------|
| CATEGORY                | FY 2002<br>BUDGET                          | FY 2003<br>BUDGET                          | RECOMMENDED<br>FY 2004 BUDGET | AMOUNT<br>OF INCREASE | % INCREASE<br>OVER FY 2003 |
| Revenue                 | \$ 318,162                                 | \$ 326,915                                 | \$ 150,947                    | \$ (175,968)          | -53.83%                    |
| Salaries                | \$ 198,380                                 | \$ 200,490                                 | \$ 90,089                     | \$ (110,401)          | -55.07%                    |
| Fringe Benefits         | \$ 37,309                                  | \$ 39,981                                  | \$ 19,604                     | \$ (20,377)           | -50.97%                    |
| Materials &<br>Supplies | \$ 11,000                                  | \$ 11,000                                  | \$ 5,500                      | \$ (5,500)            | -50.00%                    |
| Contractual             | \$ 62,973                                  | \$ 66,944                                  | \$ 31,504                     | \$ (35,440)           | -52.94%                    |
| Capital Outlay          | \$ 8,500                                   | \$ 8,500                                   | \$ 4,250                      | \$ (4,250)            | -50.00%                    |
| Other                   | \$ -                                       | \$ -                                       | \$ -                          | \$ -                  | N/A                        |
| <b>TOTAL:</b>           | \$ 318,162                                 | \$ 326,915                                 | \$ 150,947                    | \$ (175,968)          | -53.83%                    |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: IV-D Project Fund 0156

Department: State's Attorney's Office 0020

Highlights of the Recommended Budget:

The State's Attorney's IV-D Project Special Revenue Fund 0156 was established to account for the receipt of Illinois Department of Public Aid Grant Funding and the expenditures for the Child Support Enforcement program in the Circuit Clerk's Office. The Fiscal Year 2004 Recommended Budget reflects funding through the end of the State's fiscal year.

REVENUE:

407.4000 Illinois Department of Public Aid: This line item account has decreased from \$326,915 in the FY'2003 Adopted Budget to \$150,947 in the FY'2004 Recommended Budget. This decrease reflects the contract payment from Public Aid for funding the State's Attorney's Child Support IV-D Program.

EXPENDITURES:

Personnel:

The change in the FTE Staffing level in the FY'2004 Recommended Budget reflects the funding commitment from the Illinois Department of Public Aid through June 30, 2004. The FTE positions are budgeted for 6 months (0.50 FTE) in the FY'2004 Recommended Budget. If the Illinois Department of Public Aid commits funding beyond June 30, 2004, an Emergency Appropriation Ordinance/Budget Amendment would need to be approved.

Materials and Supplies:

All of the Materials and Supplies line item accounts have been budgeted at 50% of the FY'2003 Adopted Budget appropriation.

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Contractual Services:

All of the Contractual line item accounts have been budgeted at 50% or less than 50% of the FY'2003 Adopted Budget appropriation with the following exception:

719.0015 Notary Bond: This line item account has increased from \$50 in the FY'2003 Adopted Budget to \$83 in the FY'2004 Recommended Budget. This increase reflects the renewal fee for one Notary Bond in the office.

Capital Outlay:

All of the Capital line item accounts have been budgeted at 50% of the FY'2003 Adopted Budget appropriation.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

|                      | Fund: General 0001  | Department: Public Defender's Office 0021 | Pages: 67 -- 73            |                    |                         |
|----------------------|---------------------|---|----------------------------|--------------------|-------------------------|
| CATEGORY             | FY 2002 BUDGET      | FY 2003 BUDGET                            | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue              | \$ 150,075          | \$ 107,502                                | \$ 105,075                 | \$ (2,427)         | -2.26%                  |
| Salaries             | \$ 882,882          | \$ 924,130                                | \$ 953,306                 | \$ 29,176          | 3.16%                   |
| Fringe Benefits      | \$ 48,300           | \$ 53,550                                 | \$ 58,800                  | \$ 5,250           | 9.80%                   |
| Materials & Supplies | \$ 29,818           | \$ 23,986                                 | \$ 25,786                  | \$ 1,800           | 7.50%                   |
| Contractual          | \$ 246,701          | \$ 222,484                                | \$ 222,962                 | \$ 478             | 0.21%                   |
| Capital Outlay       | \$ 6,000            | \$ 3,372                                  | \$ 2,894                   | \$ (478)           | -14.18%                 |
| Other                | \$ -                | \$ -                                      | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 1,213,701</b> | <b>\$ 1,227,522</b>                       | <b>\$ 1,263,748</b>        | <b>\$ 36,226</b>   | <b>2.95%</b>            |

Please see attached highlights of the Recommended Budget.



McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Public Defender's Office 0021

REVENUE:

410.0040 Public Defender Fees: This line item account has been budgeted at \$80,000 in the FY'2004 Recommended Budget. This revenue figure is based on a review of last year's actual revenue and the year to date revenue, as of the date the Recommended Budget was prepared.

407.0079 State of Illinois Reimbursement/SVPCA: This line item account has been added in the FY'2004 Recommended Budget. Since the Public Defender's Office handles the defense in the Sexually Violent Predators Commitment cases, the State of Illinois annually appropriates funds to reimburse Public Defender's Offices for the expense of handling these cases. The Public Defender's Office can file a claim with the State of Illinois for reimbursement. Based on the revenue reimbursed to date in FY'2003, the FY'2004 Recommended Budget projects reimbursement in the amount of \$25,000. Please note that when the State's funding is exhausted, the State does not accept additional claims for reimbursement.

EXPENDITURES:

Personnel:

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

Materials and Supplies:

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

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612.0001 Books/Videos/Publications: This line item account has increased from \$3,070 in the FY'2003 Adopted Budget to \$4,870 in the FY'2004 Recommended Budget. This increase is to cover the \$1,800 cost (Public Defender's share of the total cost) for the Westlaw computer-assisted legal research subscription.

Contractual:

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

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

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line item account includes funding for the following capital item: lease/purchase for photocopier.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General - 0001

Department: Merit Board - 0008

Pages: 31 -- 33

| CATEGORY             | FY 2002 BUDGET   | FY 2003 BUDGET   | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|------------------|------------------|----------------------------|--------------------|-------------------------|
| Revenue              | \$ 1,000         | \$ 1,000         | \$ 1,000                   | \$ -               | 0.00%                   |
| Salaries             | \$ 7,000         | \$ 7,000         | \$ 7,000                   | \$ -               | 0.00%                   |
| Fringe Benefits      | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| Materials & Supplies | \$ 530           | \$ 550           | \$ 500                     | \$ (50)            | -9.09%                  |
| Contractual          | \$ 7,101         | \$ 7,450         | \$ 7,850                   | \$ 400             | 5.37%                   |
| Capital Outlay       | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| Other                | \$ -             | \$ -             | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 14,631</b> | <b>\$ 15,000</b> | <b>\$ 15,350</b>           | <b>\$ 350</b>      | <b>2.33%</b>            |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001                      Department: Merit Board 0008

Highlights of the Recommended Budget:

REVENUE:

410.0175 Application Fees: This revenue line item account is budgeted at \$1,000 in the FY'2004 Recommended Budget, the same amount as in the FY'2003 Adopted Budget. The Sheriff's Merit Board charges an application fee to candidates applying for the position of Deputy Sheriff and Correctional Officer.

EXPENDITURES:

Personnel:

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

Materials and Supplies:

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

620.0001 Office Supplies: This line item account has increased from \$150 in the FY'2003 Adopted Budget to \$200 in the FY'2004 Recommended Budget. This increase is based on the projected increase in use as a result of the projected number of tests to be administered in 2004.

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Contractual:

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

783.0001 Merit Board Testing: This line item account has increased from \$2,000 in the FY'2003 Adopted Budget to \$2,500 in the FY'2004 Recommended Budget. This increase is attributable to the increase in the number of tests being given by the Merit Board. This increase is also based on a review of last year's actual expenses and the year to date expenditures, as of the date the Recommended Budget was prepared.

793.0001 Travel Expense: This line item account has decreased from \$400 in the FY'2003 Adopted Budget to \$300 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to date expenditures, as of the date the Recommended Budget was prepared.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund:                | General - 0001      | Department:         | Sheriff's Department 0029  | Pages:             | 82 -- 87                |
|----------------------|---------------------|---------------------|----------------------------|--------------------|-------------------------|
| CATEGORY             | FY 2002 BUDGET      | FY 2003 BUDGET      | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue              | \$ 653,025          | \$ 635,720          | \$ 626,270                 | \$ (9,450)         | -1.49%                  |
| Salaries             | \$ 4,909,603        | \$ 5,040,226        | \$ 5,421,474               | \$ 381,248         | 7.56%                   |
| Fringe Benefits      | \$ 291,065          | \$ 318,777          | \$ 352,800                 | \$ 34,023          | 10.67%                  |
| Materials & Supplies | \$ 487,352          | \$ 501,793          | \$ 485,031                 | \$ (16,762)        | -3.34%                  |
| Contractual          | \$ 340,462          | \$ 349,436          | \$ 357,250                 | \$ 7,814           | 2.24%                   |
| Capital Outlay       | \$ 7,189            | \$ 6,100            | \$ -                       | \$ (6,100)         | -100.00%                |
| Other                | \$ -                | \$ -                | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 6,035,671</b> | <b>\$ 6,216,332</b> | <b>\$ 6,616,555</b>        | <b>\$ 400,223</b>  | <b>6.44%</b>            |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Sheriff's Department 0029

REVENUE:

410.0100 Telephone Commission: This line item account has decreased from \$155,000 in the FY'2003 Adopted Budget to \$145,000 in the FY'2004 Recommended Budget. This decrease is attributable to the negotiated commission rate paid to the County by the vendor that provides the pay telephone system in the County Adult Jail.

410.0030 Reimbursement Special Prisoners: This line item account has increased from \$50,000 in the FY'2003 Adopted Budget to \$60,000 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual revenue and the year to date revenue, as of the date the Recommended Budget was prepared

410.0037 Reimbursement for Services: This line item account has decreased from \$110,000 in the FY'2003 Adopted Budget to \$100,000 in the FY'2004 Recommended Budget. This increase is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget includes the following changes in the FTE Staffing Level:

In the FY'2003 Adopted Budget, the Lead Process Server position was budgeted at 0.67 FTE to recognize the pending retirement of the incumbent employee. In FY'2004, this position is annualized to recognize that the position will be filled for the entire year.

In the FY'2003 Adopted Budget, the Deputy Patrol Officer position was budgeted at 27.67 FTE's to recognize the

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pending retirement of several senior officers. In FY'2004, this position is annualized to recognize that the vacant positions will be filled for the entire year.

Please note that because of the Merit Board Testing and the Police Officer Training Academy schedule of class sessions, there is a period of time during which a position may not be filled.

Materials and Supplies:

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

607.0001 Food: This line item account has increased from \$248,000 in the FY'2003 Adopted Budget to \$250,612 in the FY'2004 Recommended Budget. This increase is based on the increase in the costs of food (perishables, canned goods, and commodities), and a review of the year to date expenditures, as of the date the Recommended Budget was prepared.

624.0001 Cleaning Supplies: This line item account has increased from \$7,800 in the FY'2003 Adopted Budget to \$10,891 in the FY'2004 Recommended Budget. This increase is based on the new insulated trays used in the jail and the new dishwasher in the jail. Fewer insulated trays can be washed and, therefore, it is anticipated that there will be an increase in the usage of dishwasher cleaning chemicals.

624.0002 Personal Hygiene Supplies: This line item account has increased from \$7,500 in the FY'2003 Adopted Budget to \$9,000 in the FY'2004 Recommended Budget. This increase is based on the significant increase in the number of inmates using Indigent Personal Hygiene kits. This increase in usage is expected to continue in FY'2004.

Contractual:

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

711.0001 Microfilming Services: This new line item account has been added in the FY'2004 Recommended Budget. This line item account will cover the expense of sending documents to the MSCI, Inc., Rantoul, Illinois, to be microfilmed. Two



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years ago, the Board eliminated the in-house microfilming service and out sourced this service to MSCI

718.0002 ROE/Jail Education Expense: This line item account has increased from \$14,700 in the FY'2003 Adopted Budget to \$15,400 in the FY'2004 Recommended Budget. This increase reflects a 5% increase in the cost of the ROE/Jail Education program. This program provides an opportunity for inmates in the jail to complete their GED.

750.0001 Equipment Maintenance Contract: This line item account has increased from \$5,551 in the FY'2003 Adopted Budget to \$14,195 in the FY'2004 Recommended Budget. This increase is attributable to the addition of a maintenance contract for the Identix TP600 LiveScan machine. This equipment is no longer covered by the vendor's warranty. This line item account also includes the maintenance contract on the copiers in the office.

757.0002 Employees' Medical: This line item account has increased from \$1,920 in the FY'2003 Adopted Budget to \$2,030 in the FY'2004 Recommended Budget. This increase is based on a review of last year's expenses and the year to date expenses, as of the date the Recommended Budget was prepared.

773.0001 Non-Contractual Services: This line item account has increased from \$510 in the FY'2003 Adopted Budget to \$540 in the FY'2004 Recommended Budget. This increase is based on an increase in the fee for disposal of biohazardous materials.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: Court Security 0141

Department: Sheriff's Department 0029

Pages: 87 -- 89

| CATEGORY             | FY 2002 BUDGET    | FY 2003 BUDGET    | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|-------------------|-------------------|----------------------------|--------------------|-------------------------|
| Revenue              | \$ 289,787        | \$ 327,183        | \$ 455,000                 | \$ 127,817         | 39.07%                  |
| Salaries             | \$ 264,522        | \$ 298,403        | \$ 349,501                 | \$ 51,098          | 17.12%                  |
| Fringe Benefits      | \$ 14,260         | \$ 17,850         | \$ 19,600                  | \$ 1,750           | 9.80%                   |
| Materials & Supplies | \$ 4,570          | \$ 4,570          | \$ 3,100                   | \$ (1,470)         | -32.17%                 |
| Contractual          | \$ 6,435          | \$ 6,360          | \$ 6,360                   | \$ -               | 0.00%                   |
| Capital Outlay       | \$ -              | \$ -              | \$ -                       | \$ -               | 0.00%                   |
| Other                | \$ -              | \$ -              | \$ 76,439                  | \$ 76,439          | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 289,787</b> | <b>\$ 327,183</b> | <b>\$ 455,000</b>          | <b>\$ 127,817</b>  | <b>39.07%</b>           |

Please see attached highlights of the Recommended Budget.



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sufficient revenues to cover the expense of this position. With the proposed fee increase, the Court Security Fund will again be able to cover 100% of the salary and employee medical expense for all of the Sheriff Deputies assigned to the Court Security detail.

Materials and Supplies:

All of the Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at less than the dollar amount in the FY'2003 Adopted Budget.

Contractual Services:

All of the Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same dollar amount as in the FY'2003 Adopted Budget.

Other:

0500.0000 Budget Balance Account: This line item account has been added in the FY'2004 Recommended Budget. This line item account reflects the amount of revenue projected in excess of the total expenditures.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY                | Fund: | COPS in School<br>Grant - 0166<br>FY 2002<br>BUDGET | Department: Sheriff's Department 0029<br>FY 2003<br>BUDGET | RECOMMENDED<br>FY 2004 BUDGET | AMOUNT<br>OF INCREASE | % INCREASE<br>OVER FY 2003 |
|-------------------------|-------|---|--|-------------------------------|-----------------------|----------------------------|
| Revenue                 |       | \$ 40,000   | \$ 40,085  | \$ 18,961                     | \$ (21,124)           | -52.70%                    |
| Salaries                |       | \$ 30,907   | \$ 33,301  | \$ 15,369                     | \$ (17,932)           | -53.85%                    |
| Fringe Benefits         |       | \$ 8,693  | \$ 6,784   | \$ 3,592                      | \$ (3,192)            | -47.05%                    |
| Materials &<br>Supplies |       | \$ -  | \$ -   | \$ -                          | \$ -                  | 0.00%                      |
| Contractual             |       | \$ 400  | \$ -   | \$ -                          | \$ -                  | 0.00%                      |
| Capital Outlay          |       | \$ -  | \$ -   | \$ -                          | \$ -                  | 0.00%                      |
| Other                   |       | \$ -  | \$ -   | \$ -                          | \$ -                  | 0.00%                      |
| <b>TOTAL:</b>           |       | \$ 40,000   | \$ 40,085  | \$ 18,961                     | \$ (21,124)           | -52.70%                    |

Pages: 93 -- 95

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: COPS in School Grant Fund 0166

Department: Sheriff's Department 0029

Highlights of the Recommended Budget:

The COPS in School Grant Fund 0166 is a Special Revenue Fund, which was established to account for the receipt and expenditure of COPS in School Grant from the U.S. Department of Justice. This demonstration grant was awarded to the Sheriff's Department in FY'2000. The term of the COPS in School Grant was for 3 years.

As a Special Revenue Fund, the COPS in School Grant Fund must be balanced within the Fund.

REVENUE:

407.0141 COPS in School Grant: This revenue line item accounts for the COPS in School Grant to be received from the U.S. Department of Justice. The FY'2004 Recommended Budget reflects the fact that no grant funding will be received next year.

400.0000 Unappropriated Fund Balance: This revenue line item account reflects the funds left to close out the COPS in School Grant during the first 4-5 months of FY'2004.

EXPENDITURES:

Personnel:

The change in the FTE Staffing level in the FY'2004 Recommended Budget reflects the closeout of the COPS in School Grant.

Fringe Benefits:

The FICA/Social Security expense and IMRF Retirement expense reflect the closeout of the COPS in School Grant.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General - 0001

Department: Coroner's Office 0031

Pages: 96 -- 99

| CATEGORY                | FY 2002<br>BUDGET | FY 2003<br>BUDGET | RECOMMENDED<br>FY 2004 BUDGET | AMOUNT<br>OF INCREASE | % INCREASE<br>OVER FY 2003 |
|-------------------------|-------------------|-------------------|-------------------------------|-----------------------|----------------------------|
| Revenue                 | \$ 13,800         | \$ 25,250         | \$ 32,500                     | \$ 7,250              | 28.71%                     |
| Salaries                | \$ 200,812        | \$ 213,279        | \$ 213,996                    | \$ 717                | 0.34%                      |
| Fringe Benefits         | \$ 9,200          | \$ 10,200         | \$ 11,200                     | \$ 1,000              | 9.80%                      |
| Materials &<br>Supplies | \$ 30,410         | \$ 29,810         | \$ 29,150                     | \$ (660)              | -2.21%                     |
| Contractual             | \$ 113,200        | \$ 132,050        | \$ 136,370                    | \$ 4,320              | 3.27%                      |
| Capital Outlay          | \$ 1,225          | \$ 2,773          | \$ 1,329                      | \$ (1,444)            | -52.07%                    |
| Other                   | \$ -              | \$ -              | \$ -                          | \$ -                  | N/A                        |
| <b>TOTAL:</b>           | \$ 354,847        | \$ 388,112        | \$ 392,045                    | \$ 3,933              | 1.01%                      |

Please see attached highlights of the Recommended Budget.



McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001  
Department: Coroner's Office 0031

REVENUE:

410.0126 Morgue Fees: This revenue line item account has increased from \$18,750 in the FY'2003 Adopted Budget to \$26,250 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual revenue and the year to date revenue, as of the date the Recommended Budget was prepared.

EXPENDITURES:

Personnel:

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

Materials and Supplies:

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

630.0001 Postage: This line item account has increased from \$2,360 in the FY'2003 Adopted Budget to \$2,500 in the FY'2004 Recommended Budget. This increase more accurately reflects the actual expenditure. The Office has experienced an increase in the number of inquest and toxicology mailings.

Contractual:

All of the Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level or

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less as in the FY'2003 Adopted Budget with the following exceptions:

728.0001 Transcript Expense: This line item account has increased from \$10,000 in the FY'2003 Adopted Budget to \$12,000 in the FY'2004 Recommended Budget. This increase is based on the number of autopsies (Pathologist Transcription of Notes) and the number of inquests (Court Reporter Transcript). In addition, the transcriptionist fee has increased.

758.0001 Autopsies: This line item account has increased from \$75,000 in the FY'2003 Adopted Budget to \$80,000 in the FY'2004 Recommended Budget. This increase is based on a review of last year's actual expenses and the year to date expenses, as of the date the Recommended Budget was prepared. The fee per case is \$800.00 (fee includes Pathologist's fee and pathologist's assistant's fee). The FY'2004 Recommended Budget projects 100 McLean County autopsies.

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

795.0003 Telephone Expense: This line item account has increased from \$13,500 in the FY'2003 Adopted Budget to \$14,000 in the FY'2004 Recommended Budget. This increase is attributable to the cost of one multi-line caller ID phone to be installed on the receptionist desk. The additional expense includes the cost of the equipment, installation and monthly fee.

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line item account includes funding for the following capital item:  
Lease/Purchase of Copier.

For the Committee's Information, the purchase of a new automobile for the Coroner's Office has been included in the County Board's Fleet Program budget.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001      Department: Rescue Squad 0032      Pages: 100

| CATEGORY             | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|----------------|----------------|----------------------------|--------------------|-------------------------|
| Revenue              | \$ -           | \$ -           | \$ -                       | \$ -               | N/A                     |
| Salaries             | \$ -           | \$ -           | \$ -                       | \$ -               | N/A                     |
| Fringe Benefits      | \$ -           | \$ -           | \$ -                       | \$ -               | N/A                     |
| Materials & Supplies | \$ 9,890       | \$ 6,620       | \$ 6,620                   | \$ -               | 0.00%                   |
| Contractual          | \$ 8,465       | \$ 6,615       | \$ 6,615                   | \$ -               | 0.00%                   |
| Capital Outlay       | \$ 7,000       | \$ 3,000       | \$ 3,000                   | \$ -               | 0.00%                   |
| Other                | \$ -           | \$ -           | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | \$ 25,355      | \$ 16,235      | \$ 16,235                  | \$ -               | 0.00%                   |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Rescue Squad 0038

Highlights of the Recommended Budget:

EXPENDITURES:

Because of the budget constraints in the FY'2004 General Fund budget, the FY'2004 Recommended Budget for the all-volunteer Rescue Squad is budgeted at the same dollar amount as the FY'2003 Adopted Budget.

Materials and Supplies:

All of the Materials and Supplies line item accounts have been budgeted in the FY'2004 Recommended Budget at the same level as in the FY'2003 Adopted Budget.

Contractual:

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

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Capital Outlay:

838.0001 Purchase of Machinery and Equipment: This line item account includes funding for the following capital expenses: replace equipment and machinery that has reached its depreciable life and/or may be damaged during a rescue operation.

839.0001 Purchase of Radio Equipment: This line item account includes funding for the following capital expenses: purchase of replacement radio.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund:                | General 0001      | Department:       | E.S.D.A. 0047              | Pages:             | 134 -- 137              |
|----------------------|-------------------|-------------------|----------------------------|--------------------|-------------------------|
| CATEGORY             | FY 2002 BUDGET    | FY 2003 BUDGET    | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue              | \$ 48,300         | \$ 48,300         | \$ 48,300                  | \$ -               | 0.00%                   |
| Salaries             | \$ 112,449        | \$ 112,045        | \$ 100,539                 | \$ (11,506)        | -10.27%                 |
| Fringe Benefits      | \$ 6,900          | \$ 7,650          | \$ 7,140                   | \$ (510)           | -6.67%                  |
| Materials & Supplies | \$ 5,500          | \$ 5,200          | \$ 5,200                   | \$ -               | 0.00%                   |
| Contractual          | \$ 17,580         | \$ 17,880         | \$ 18,300                  | \$ 420             | 2.35%                   |
| Capital Outlay       | \$ 2,778          | \$ -              | \$ -                       | \$ -               | N/A                     |
| Other                | \$ -              | \$ -              | \$ -                       | \$ -               | N/A                     |
| <b>TOTAL:</b>        | <b>\$ 145,207</b> | <b>\$ 142,775</b> | <b>\$ 131,179</b>          | <b>\$ (11,596)</b> | <b>-8.12%</b>           |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: E. S. D. A. 0047

Highlights of the Recommended Budget:

REVENUE:

The FY'2004 Recommended Budget Revenue is budgeted at the same dollar amount as in the FY'2003 Adopted Budget. To more accurately reflect the source of the revenue, the total amount of budgeted revenue has been split in the FY'2003 Recommended Budget between the E.S.D.A. Grant and the Nuclear Safety Grant line item accounts.

EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget includes the following change in the FTE Staffing level:

Reduce Director-ESDA position from 1.00 FTE to 0.70 FTE

This change in staffing recognizes that the incumbent ESDA Director plans to retire in the fall of 2004.

Materials and Supplies:

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

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612.0001 Books/Videos/Publications: This line item account has increased from \$1,000 in the FY'2003 Adopted Budget to \$1,100 in the FY'2004 Recommended Budget. This increase is attributable to an increase in the cost of the Hazardous Materials guidelines and the Right-to-Know information sheets.

620.0001 Office Supplies: This line item account has increased from \$700 in the FY'2003 Adopted Budget to \$800 in the FY'2004 Recommended Budget. This increase is based on a review of the year to date expenses, as of the date the Recommended Budget was prepared.

Contractual:

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

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750.0001 Equipment Maintenance Contract: This line item account has increased from \$1,600 in the FY'2003 Adopted Budget to \$2,000 in the FY'2004 Recommended Budget. This increase is attributable to an increase in the maintenance contract for the Weather Radar Unit. The unit has been upgraded to provide a Live Doppler feed and computer data terminal.



McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY             | Fund: | Metro McLean County Communications 0452 | Department:    | Metro McLean County Centralized Communication Center (MetCom) 0030 | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|-------|---|----------------|--|--------------------|-------------------------|
|                      |       | FY 2002 BUDGET                          | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET   |                    |                         |
| Revenue              |       | \$ 2,007,075                            | \$ 2,126,822   | \$ 2,252,664   | \$ 125,842         | 5.92%                   |
| Salaries             |       | \$ 1,345,177                            | \$ 1,386,758   | \$ 1,468,205   | \$ 81,447          | 5.87%                   |
| Fringe Benefits      |       | \$ 241,054                              | \$ 266,910     | \$ 314,602   | \$ 47,692          | 17.87%                  |
| Materials & Supplies |       | \$ 23,975                               | \$ 17,350      | \$ 17,840  | \$ 490             | 2.82%                   |
| Contractual          |       | \$ 396,869                              | \$ 455,804     | \$ 452,017   | \$ (3,787)         | -0.83%                  |
| Capital Outlay       |       | \$ -                                    | \$ -           | \$ -   | \$ -               | N/A                     |
| Other                |       | \$ -                                    | \$ -           | \$ -   | \$ -               | N/A                     |
| <b>TOTAL:</b>        |       | \$ 2,007,075                            | \$ 2,126,822   | \$ 2,252,664   | \$ 125,842         | 5.92%                   |

Please see attached highlights of the Recommended Budget.

McLean County  
Fiscal Year 2004 Recommended Budget

Fund: Metro McLean County Centralized Communications 0452    Department: MetCom Center 0030

Highlights of the Recommended Budget:

REVENUE:

The FY'2004 Recommended Budget Revenue is budgeted based on the formula defined in the Intergovernmental Agreement between the ETSB, City of Bloomington, Town of Normal, and McLean County for allocating the costs of operating the MetCom Center. The Intergovernmental Agreement provides that the costs for operating the MetCom Center shall be allocated between the City of Bloomington, Town of Normal, and McLean County based on population. The FY'2004 Recommended Budget reflects the cost allocation based on the 2000 Census data.

EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget includes the following change in the FTE Staffing level that was approved by the MetCom Operations Board, the Emergency Telephone Systems Board (ETSB), and the County Board during FY'2003:

    Add 3.0 FTE Telecommunicator Positions

ETSB has agreed to pay 100% of the salary and employee medical expense for the 3.0 FTE Telecommunicator positions. This additional expense has been added to ETSB's share of the total FY'2004 operating budget for MetCom.

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Materials and Supplies:

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

607.0001 Food: This line item account has increased from \$200 in the FY'2003 Adopted Budget to \$350 in the FY'2004 Recommended Budget. This line item is used to order food for the MetCom staff during emergency operations when staff are not permitted to leave the building.

628.0001 Copy/Microfilm Expense: This line item account has been added in the FY'2004 Recommended Budget. This line item account covers the various expenses related to the photocopier, i.e. paper, cost per copy, toner cartridges.

Contractual Services:

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

706.0001 Contract Services: This line item account has increased from \$81,740 in the FY'2003 Adopted Budget to \$104,322 in the FY'2004 Recommended Budget. This increase is based on the following contract expenses: Facility Management reimbursement for maintenance and custodial services - \$68,322; DTN Radar service - \$5,000; Snow Removal at the Tower Sites - \$5,000.00; Emergency Generator Maintenance - \$2,000.00; LanguageLine Costs - \$2,100.00; outside attorney services, when and if needed, - \$1,500.00; Palm Contract - \$800; CAD Entry Specialist - \$21,600.

715.0001 Dues and Memberships: This line item account has increased from \$1,830 in the FY'2003 Adopted Budget to \$2,205 in the FY'2004 Recommended Budget. This increase is based on the following dues and memberships: APCO at \$560.00; Disaster Council at \$30.00; NENA at \$640.00; McLean County Firefighters Association at \$75.00; TriTech CAD Users Group at \$150.00; Law and Justice Commission at \$750.00.

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719.0002 Auto Liability Insurance: This line item account has been added in the FY'2004 Recommended Budget. This line item account includes funding in the amount of \$4,391 for auto liability insurance coverage for the vehicles assigned and used by MetCom staff.

719.0009 Workmen's Compensation Insurance: This line item account has decreased from \$8,358 in the FY'2003 Adopted Budget to \$5,622 in the FY'2004 Recommended Budget. This decrease is based on a review of the salaries at MetCom and the premium rate assessed per the hourly salary.

724.0001 Investigative Expense: This line item account has decreased from \$3,200 in the FY'2003 Recommended Budget to \$1,500 in the FY'2004 Recommended Budget. This line item account includes funding for polygraph tests for job applicants.

743.0001 Radio/Communications Maintenance: This line item account has decreased from \$83,473 in the FY'2003 Adopted Budget to \$70,000 in the FY'2004 Recommended Budget. This line item includes funding for the following radio/communication maintenance expenses: E.F. Johnson - \$67,000; Innotech - \$25,190; Supreme Radio - \$4,550. Total Costs = \$86,750 less ETSB Contribution of \$16,750 results in a Net Expense of \$70,000.

750.0004 Software License Agreement: This line item account has decreased from \$83,800 in the FY'2003 Adopted Budget to \$78,800 in the FY'2004 Recommended Budget. This line item includes the following software license agreements: WritFax at \$3,600.00; TriTech Computer Assisted Dispatch at \$85,000.00; SCA Motorola Switch at \$1,500.00; TriTech LEADS Switch at \$7,800.00; VisiCAD Protocol at \$950.00; ORACLE Software Maintenance at \$1,200.00. ETSB contributes \$21,250 or 25% towards the TriTech Computer Assisted Dispatch Maintenance. Total expense for MetCom = \$78,800.00.