



JUSTICE COMMITTEE AGENDA
Law and Justice Center, Room 700

Monday, October 6, 2003

5:15 P.M.

1. Roll Call
2. Chairman's Approval of Minutes – September 9, 2003
3. Appearance by Members of the Public
4. Departmental Matters:
 - A. Bill Gamblin, 911 Administrator
 - 1) Items to be presented for Information:
 - a) Monthly Reports 1-6
 - b) General Report
 - c) Other
 - B. Amy Davis, Public Defender
 - 1) Items to be presented for Information:
 - a) Monthly Statistical Report 7-9
 - b) General Report
 - c) Other
 - C. Cindy Brand, Jury Coordinator
 - 1) Items to be presented for Information:
 - a) Monthly Statistical Report 10-13
 - b) General Report
 - c) Other
 - D. Beth Kimmerling, Coroner
 - 1) Items to be presented for Information:
 - a) Monthly Report for August 2003 14
 - b) General Report
 - c) Other

- E. Roxanne Castleman, Court Services
- 1) Items to be presented for Information:
 - a) Monthly Statistical Report 15-20
 - b) General Report
 - c) Other
- F. David Owens, McLean County Sheriff
- 1) Items to be presented for Information:
 - a) McLean County Detention Facility Population Report 21-25
 - b) General Report
 - c) Other
- G. Sandra Parker, Circuit Clerk
- 1) Items to be presented for Action:
 - a) Request Approval to Purchase a Replacement Microfilm Reader Printer 26-29
 - 2) Items to be presented for Information:
 - a) Monthly Statistical Report for August 2003 29a-29i
 - b) General Report
 - c) Other
- H. Billie Larkin, Children's Advocacy Center
- 1) Items to be presented for Action:
 - a) Request Approval of Interagency Agreement with the Illinois Criminal Justice Information Authority for the Implementation of Services to Victims of Child Abuse Program 30-47
 - 2) Items to be presented for Information:
 - a) Monthly Statistics 48-49
 - b) General Report
 - c) Other
- I. Tony Cannon, McLean County Communications Center
- 1) Items to be presented for Action:
 - a) Request Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2003 Combined Annual Appropriation and Budget Ordinance Metro McLean County Centralized Communications Center Fund 0452, MetCom Department 0030 50-51
 - 2) Items to be presented for Information:
 - a) General Report
 - b) Other

- J. Jim Wahls, E.S.D.A./Civil Defense
- 1) Items to be presented for Action:
 - a) Request Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2003 Combined Annual Appropriation and Budget Ordinance General Fund 0001, ESDA Department 0047 52-53
 - 2) Items to be presented for Information:
 - a) General Report
 - b) Other

- K. William A. Yoder, State's Attorney
- 1) Items to be presented for Information:
 - a) Asset Forfeiture Fund Report 54
 - b) Case Load Report 55
 - c) General Report
 - d) Other

- L. John Zeunik, County Administrator
- 1) Items to be presented for Action:
 - a) Review of Fiscal Year 2004 Recommended Budget
 - (1) Jury Commission 56-57
 - (2) Children's Advocacy Center 58-61
 - (3) Circuit Clerk's Office 62-65
 - (4) Circuit Clerk's Court Automation Fund 0140 66-68
 - (5) Circuit Clerk's Court Document Storage Fund 0142 69-72
 - (6) Circuit Clerk's Child Support Collection Fund 0143 73-75
 - (7) Circuit Clerk's IV-D Child Support Fund 0156 76-78
 - (8) Court Services Department 79-83
 - (9) Juvenile Probation Fees Service Fund 0145 84-86
 - (10) Adult Probation Fees Service Fund 0146 87-90
 - b) Request Approval of Circuit Clerk Fee Ordinance 91-99
 - 2) Items to be presented for Information:
 - a) General Report
 - b) Other

5. Other Business and Communication

6. Recommend payment of Bills and Transfers, if any, to County Board

7. Adjournment

Inter-Office Memo

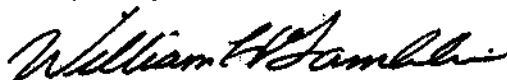
Date: 9/23/2003
To: The Honorable T. Renner, Chairman, Justice Committee and Honorable Members
Cc: File
From: W. H. Gamblin, E9-1-1 Administrator
RE: Monthly Report

Please find the monthly ETSB report. I regret that I will not be at the meeting but will be attending the National Emergency Number Assn's Technical and Standard's meeting. I serve on two national committee's , Wireless 9-1-1 Standards and Voice over IP Technical and Standards, that are working with various industries to ensure that these technologies interface with 9-1-1 systems.

As you can see by the report we continue to work the errors and have maintained a very low error count.

As mentioned to the committee members in the past Voice over Internet Provider (VoIP) or Voice over IP is now becoming a reality. NENA will be working on ways to ensure users of this technology can dial 911, that and ANI/ALI will be received and that the 9-1-1 system will receive a surcharge. Equal access is a mandate by the FCC and therefore requires 9-1-1 systems to work with emerging technologies.

Respectfully submitted,



William H. Gamblin, ENP

WHG

Attachments

Board Memo

Date: 9/15/2003

To: The Honorable D. Powell, Chairman and Honorable Members of the ETSB

Cc: File

From: W. H. Gamblin, E9-1-1 Administrator

RE: CAD Responses

Please find attached a chart of the CAD responses from Aug. 2002 until July 2003. Aug totals for 9-1-1 calls will be available at the next board meeting.

Respectfully submitted,



WHG

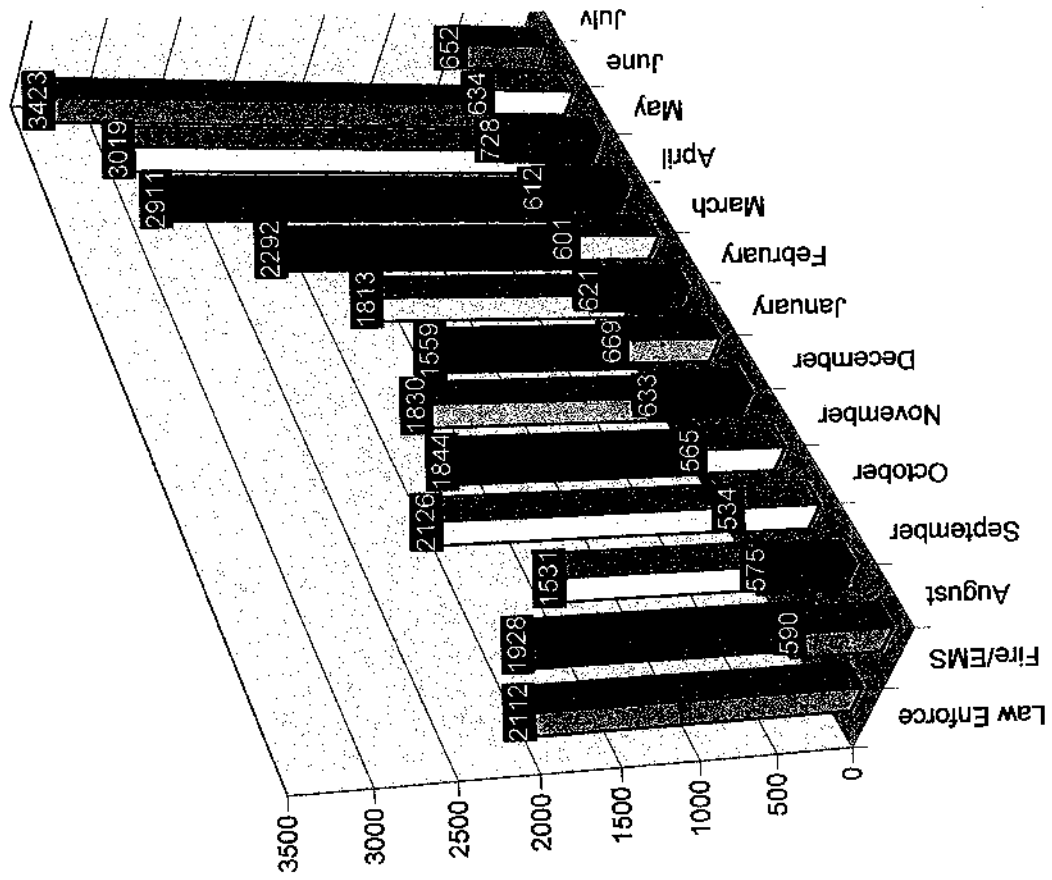
Attachments

9/15/2003

Confidential

1

9-1-1 CAD Responses August 2002 - July 2003



Board Memo

Date: 9/12/2003

To: The Honorable D. Powell, Chairman and Honorable Members of the ETSB

Cc: File

From: W. H. Gamblin, E9-1-1 Administrator

RE: August Resolution Report

Attached is the August, 2003 Resolution Report.

Respectfully submitted,



WHG

Attachments

9/12/2003

Confidential

1

ERROR REPORT (MONTHLY)
COMMUNITY

| | #ERRORS | | | | TOTAL ERRORS | | DATA | #CORRECTED | ERROR TYPE |
|--------------|-------------|----------|----|----|--------------|---|------|------------|------------|
| | RESIDENTIAL | BUSINESS | | | | | | | |
| ANCHOR | 0 | 0 | 0 | 0 | 0 | 1 | | | |
| ARROWSMITH | 0 | 0 | 0 | 0 | 0 | 1 | | | |
| BELFLOWER | 0 | 0 | 0 | 0 | 0 | 2 | | | |
| BLOOMINGTON | 1 | 16 | 17 | 17 | 42 | | | | |
| CARLOCK | 0 | 0 | 0 | 0 | 3 | | | | |
| CHENOA | 0 | 1 | 1 | 1 | 4 | | | | |
| COLFAX | 0 | 0 | 0 | 0 | | | | | |
| COOKSVILLE | 0 | 0 | 0 | 0 | | | | | |
| CROPSEY | 0 | 0 | 0 | 0 | 2 | | | | |
| DANVERS | 1 | 1 | 2 | 2 | 1 | | | | |
| DOWNS | 1 | 1 | 2 | 2 | | | | | |
| EL PASO | 0 | 0 | 0 | 0 | 1 | | | | |
| ELLSWORTH | 0 | 1 | 1 | 1 | 2 | | | | |
| GRIDLEY | 0 | 0 | 0 | 0 | | | | | |
| HEYWORTH | 0 | 0 | 0 | 0 | 1 | | | | |
| HUDSON | 2 | 1 | 3 | 3 | 1 | | | | |
| LERoy | 7 | 0 | 7 | 7 | 5 | | | | |
| LEXINGTON | 4 | 0 | 4 | 4 | 5 | | | | |
| MANSFIELD | 0 | 0 | 0 | 0 | 1 | | | | |
| MCLEAN | 0 | 1 | 1 | 1 | | | | | |
| MINIER | 0 | 0 | 0 | 0 | | | | | |
| NORMAL | 1 | 5 | 6 | 6 | 7 | 1 | | 1*-MSAG | |
| SAYBROOK | 1 | 0 | 1 | 1 | 5 | | | | |
| SHIRLEY | 0 | 2 | 2 | 2 | 1 | | | | |
| STANFORD | 1 | 0 | 1 | 1 | | 1 | | 1*-RSD | |
| TOWANDA | 0 | 0 | 0 | 0 | 1 | | | | |
| OTHER | 1 | 0 | 1 | 1 | | | | | |
| TOTAL ERRORS | 20 | 29 | 49 | 88 | 2 | | | | |

*NO STREET NAME = NSN
 *MSAG PROBLEM = MSAG
 *NEED 911 ADDRESS = N911
 *CITY JURISDICTION = CJ
 *CELL TOWER = CT
 *REMOVE STREET DIRECTIONAL = RSD
 *COMMUNITY ERROR=COMM
 *NUMBER DISCONNECTED=ND
 *WRONG COUNTY=WC
 *DATA LINE = DL
 *SPELLING ERROR = SP

ERRORS AS OF JULY 31, 2003 47
 NEW ERRORS FOR AUGUST 2
 ERRORS CORRECTED IN AUGUST 2
 ERRORS AS OF AUGUST 31, 2003 47
 DATA LINES 88
 ILLINOIS STATE UNIVERSITY 69

AUGUST, 2003

ERROR
NO ALI

| NUMBER CORRECTED TESTED COMPLETE | | | |
|----------------------------------|---|--|--|
| 6 | 6 | | |

NO ANI

| NUMBER CORRECTED TESTED COMPLETE | | | |
|----------------------------------|--|--|--|
| | | | |

INCORRECT ADDRESS

| NUMBER CORRECTED TESTED COMPLETE | | | |
|----------------------------------|---|--|--|
| 9 | 9 | | |

MSAG-STREET RANGE/COMMUNITY

| NUMBER CORRECTED TESTED COMPLETE | | | |
|----------------------------------|---|--|---|
| 4 | 4 | | 4 |

ASSIGNED ADDRESSES-UNINCORPORATED
NEW ROADS (NEW MSAG LISTING)

| |
|----|
| 26 |
| 4 |

TOTAL ERRORS
TOTAL ERRORS CLEARED

| |
|----|
| 19 |
| 4 |

October 6, 2003

McLean County Board
Justice and Public Safety Committee
Bloomington, IL 61701

Re: Monthly Caseload – MONTH ENDING AUGUST 31, 2003

Dear Committee Members:

Pursuant to statute, I am forwarding this report to your attention and I am causing a copy to be filed with the Circuit Clerk's office of McLean County.

During the above-mentioned time period, in the discharge of our duties to indigent persons in McLean County we have been assigned the following new cases in the area set forth. The activities in which we are involved differ in no substantial manner from those which have earlier been reported.

| CASE TYPES | MONTHLY TOTALS 2002 | MONTHLY TOTALS 2003 | YTD TOTALS 2002 | YTD TOTALS 2003 | % CHANGE YTD |
|----------------------------------|---------------------------|---------------------------|-----------------------|-----------------------|--------------------|
| FELONIES | 74 | 64 | 722 | 641 | <11%> |
| MISDEMEANORS | 108 | 123 | 802 | 785 | <2%> |
| DUI | 23 | 23 | 209 | 178 | <15%> |
| TRAFFIC | 80 | 88 | 604 | 636 | 5% |
| JUVENILE | 38 | 8 | 215 | 146 | <32%> |
| (DELINQUENT) | 19 | 3 | 100 | 65 | <35%> |
| (ABUSE/NEGLECT) | 19 | 5 | 115 | 81 | <30%> |
| MENTAL HEALTH CASES | | 1 | | 14 | |
| POST-CONVICTION & SVPCA CASES | 0 | 0 | 5 | 8 | 38% |
| TOTAL | 323 | 307 | 2,557 | 2,408 | <6%> |

Following are the caseload assignments to each of the full-time and contract attorneys for the reporting month of: **MONTH ENDING August 31, 2003.**

| CASE TYPE | PUBLIC DEFENDER ATTORNEYS | YTD TOTALS | NEW MONTHLY TOTALS | NEW PTR/REVIEW TOTALS |
|-----------|---------------------------|------------|--------------------|-----------------------|
| F | TRACY SMITH | 76 | 6 | 4 |
| F | JAMES TUSEK | 83 | 8 | 4 |
| F | RONALD LEWIS | 75 | 8 | 1 |
| F | BRIAN MCELLOWNEY | 81 | 6 | 3 |
| M | CARLA BARNES | 324 | 66 | 4 |
| F | CARLA BARNES | 65 | 6 | 6 |
| M | ROBERT KEIR | 453 | 57 | 4 |
| F | ROBERT KEIR | 34 | 4 | 4 |
| DUI | ANTHONY ORTEGA | 159 | 22 | 2 |
| F | ANTHONY ORTEGA | 30 | 2 | 0 |
| F | JOHN WRIGHT-C | 51 | 7 | 0 |
| F | LEE ANN HILL-C | 51 | 6 | 0 |
| F | TONY TOMKIEWICZ-C | 52 | 7 | 0 |
| TR | DAWN NATION | 527 | 89 | 1 |
| J | JON MCPHEE | 49 | 3 | 0 |
| J | ART FELDMAN | 55 | 3 | 5 |
| J | KELLY CAVANAUGH | 40 | 2 | 0 |
| J | ALAN NOVICK-C | 3 | 0 | 0 |
| PC/SVP | DAVID BUTLER-C | 8 | 0 | 0 |
| PVT | PRIVATE COUNSEL | 255 | 25 | 0 |
| W/D | WITHDRAWN | 22 | 6 | 0 |
| | | | | |

PTR= Petition to Revoke Probation
 F = Felony
 J = Juvenile
 O = Other
 P.C.=Post Conviction Remedy Cases

C= Contract Attorney (6-7 Cases per Month)
 DUI= DUI
 TR= Traffic
 M= Misdemeanor

DATE: **October 6, 2003**

TO: Justice Committee

FROM: Amy Johnson Davis

RE: Monthly Report

AUGUST 2003 DISPOSITION

| DISPOSITION | FELONY | MISDEMEANOR | TRAFFIC / DUI |
|-----------------------|--------|-------------|---------------|
| PLEA / ORIGINAL OFFER | 44 | 43 | 38 |
| PLEA / LESSER | 9 | 6 | 37 |
| BENCH TRIAL / WIN | 1 | 0 | 0 |
| BENCH TRIAL / LOSS | 1 | 0 | 0 |
| JURY TRIAL / WIN | 0 | 0 | 0 |
| JURY TRIAL / LOSS | 1 | 0 | 0 |
| DISMISSED / UPFRONT | 6 | 13 | 8 |
| DISMISSED / TRIAL | 8 | 4 | 1 |
| KNOCKDOWN | 3 | 0 | 0 |
| DISMISSED PER PLEA | 5 | 3 | 0 |
| PRIVATE COUNSEL | 16 | 2 | 7 |
| PLEA / BLIND | 16 | 0 | 0 |
| REFILED AS FELONY | N/A | 0 | 0 |
| WITHDRAWN | 1 | 5 | 0 |
| DIRECTED VERDICT | 0 | 0 | 0 |
| P.D. DENIED | 7 | 6 | 0 |
| | | | |

DATE: October 6, 2003

TO: Honorable Members of the Justice Committee,
McLean County Board

FROM: Cindy L. Brand
Jury Coordinator

RE: Statistics and Progress

I am submitting for your information the quarterly statistics of our activity.

The number of jurors used and trials held during July, August and September is less than in prior years primarily due to the relocating of the civil trial judges. We were not able to hold jury trials at the Hershey Road building. Judge Prall did hold 2 jury trials in the Law and Justice Center this summer but that required displacing a criminal judge and doubling judges in a single courtroom for several days. For that reason Judge Prall and Judge Bernardi continued all non-urgent trials to later this fall. I would expect trials to increase for the last quarter of the year.

The Criminal Division of the Circuit Clerk's Office vacated the Jury Assembly room on Friday, September 12th, the room was cleaned and we were able to assemble jurors as usual on Monday, September 15th.

Jurors will again be able to park in the parking deck in October. The temporary parking arrangements (using the Butler Lot, the Champion Federal lot and the Healthcare Insurance lot) worked very well.

**Comparative Jury Trial Statistics
Number of Trials Conducted**

| Month: | 2003 | 2002 | 2001 | 2000 | 1999 |
|---------|--------------------|---------------------|---------------------|--------------------|---------------------|
| Jan: | 13 | 10 | 11 | 3 | 7 |
| Feb: | 9 | 9 | 8 | 6 | 10 |
| Mar: | 8 | 8 | 18 | 9 | 9 |
| Apr: | 3 | 10 | 6 | 7 | 5 |
| May: | 10 | 9 | 12 | 7 | 9 |
| June: | 0 | 8 | 9 | 10 | 11 |
| July: | 5 | 10 | 15 | 8 | 6 |
| Aug: | 6 | 12 | 9 | 6 | 12 |
| Sept: | 7 61 | 11 87 | 11 99 | 9 65 | 16 85 |
| Oct: | | 13 | 11 | 2 | 6 |
| Nov: | | 10 | 2 | 4 | 8 |
| Dec: | | 10 | 11 | 6 | 8 |
| Totals: | | 120 | 123 | 77 | 107 |

JUROR PAYMENT SUMMARY REPORT

| SUB-PANEL | APPEARANCE DATE | JURORS SUMMONED | JURORS SERVED | PER DIEM PAID | MILEAGE PAID | PARKING PAID | MISCELLANEOUS PAID | OTHER PAID | TOTAL PAID |
|-------------|-----------------|-----------------|---------------|---------------|--------------|--------------|--------------------|------------|------------|
| JAA Petit | Jan 06, 2003 | 200 | 153 | \$2350.00 | \$1012.05 | \$0.00 | \$0.00 | \$0.00 | \$3362.05 |
| JAZ Coroner | Jan 09, 2003 | 34 | 27 | \$520.00 | \$282.75 | \$0.00 | \$0.00 | \$0.00 | \$802.75 |
| JAB Petit | Jan 13, 2003 | 225 | 308 | \$3450.00 | \$1687.40 | \$0.00 | \$0.00 | \$0.00 | \$5137.40 |
| JAC Petit | Jan 21, 2003 | 200 | 60 | \$730.00 | \$333.45 | \$0.00 | \$0.00 | \$0.00 | \$1063.45 |
| EBA Petit | Feb 03, 2003 | 215 | 69 | \$950.00 | \$421.85 | \$0.00 | \$0.00 | \$0.00 | \$1371.85 |
| FBG Grand | Feb 05, 2003 | 32 | 40 | \$1250.00 | \$648.05 | \$0.00 | \$0.00 | \$0.00 | \$1898.05 |
| FBB Petit | Feb 10, 2003 | 215 | 310 | \$7080.00 | \$3771.30 | \$0.00 | \$0.00 | \$0.00 | \$10851.30 |
| MRA Petit | Mar 04, 2003 | 185 | 63 | \$1300.00 | \$630.50 | \$0.00 | \$0.00 | \$0.00 | \$1930.50 |
| MRB Petit | Mar 10, 2003 | 220 | 146 | \$2650.00 | \$1276.95 | \$0.00 | \$0.00 | \$0.00 | \$3926.95 |
| MRZ Coroner | Mar 13, 2003 | 34 | 27 | \$440.00 | \$195.00 | \$0.00 | \$0.00 | \$0.00 | \$635.00 |
| MRC Petit | Mar 17, 2003 | 190 | 101 | \$1140.00 | \$494.00 | \$0.00 | \$0.00 | \$0.00 | \$1634.00 |
| APG Grand | Apr 02, 2003 | 34 | 37 | \$1290.00 | \$433.55 | \$0.00 | \$0.00 | \$0.00 | \$1723.55 |
| APA Petit | Apr 07, 2003 | 250 | 109 | \$1750.00 | \$776.42 | \$0.00 | \$0.00 | \$0.00 | \$2526.42 |
| APB Petit | Apr 14, 2003 | 220 | 68 | \$940.00 | \$595.40 | \$0.00 | \$0.00 | \$0.00 | \$1535.40 |
| OMA Petit | May 05, 2003 | 300 | 88 | \$1700.00 | \$466.05 | \$0.00 | \$0.00 | \$0.00 | \$2166.05 |
| MYZ Coroner | May 08, 2003 | 34 | 26 | \$380.00 | \$158.60 | \$0.00 | \$0.00 | \$0.00 | \$538.60 |
| MYB Petit | May 12, 2003 | 220 | 152 | \$2600.00 | \$1235.55 | \$0.00 | \$0.00 | \$0.00 | \$3835.55 |
| MYC Petit | May 19, 2003 | 330 | 106 | \$2300.00 | \$860.60 | \$0.00 | \$0.00 | \$0.00 | \$3160.60 |
| JNG Grand | Jun 04, 2003 | 34 | 46 | \$1410.00 | \$732.55 | \$0.00 | \$0.00 | \$0.00 | \$2142.55 |
| JNB Petit | Jun 09, 2003 | 210 | 34 | \$340.00 | \$167.70 | \$0.00 | \$0.00 | \$0.00 | \$507.70 |
| JLZ Coroner | Jul 10, 2003 | 34 | 25 | \$550.00 | \$212.55 | \$0.00 | \$0.00 | \$0.00 | \$762.55 |
| JLB Petit | Jul 14, 2003 | 300 | 141 | \$2150.00 | \$1056.90 | \$0.00 | \$0.00 | \$0.00 | \$3206.90 |
| JLC Petit | Jul 21, 2003 | 185 | 63 | \$890.00 | \$432.90 | \$0.00 | \$0.00 | \$0.00 | \$1322.90 |
| AUG Grand | Aug 06, 2003 | 34 | 39 | \$1330.00 | \$388.70 | \$0.00 | \$0.00 | \$0.00 | \$1718.70 |
| AUC Petit | Aug 18, 2003 | 185 | 67 | \$750.00 | \$343.85 | \$0.00 | \$0.00 | \$0.00 | \$1093.85 |
| SPB Petit | Sep 08, 2003 | 200 | 100 | \$1260.00 | \$664.95 | \$0.00 | \$0.00 | \$0.00 | \$1924.95 |
| SPC Petit | Sep 15, 2003 | 300 | 127 | \$1480.00 | \$639.60 | \$0.00 | \$0.00 | \$0.00 | \$2119.60 |

JUROR PAYMENT SUMMARY REPORT

| SUB-PANEL | APPEARANCE DATE | JURORS SUMMONED | JURORS SERVED | PER DIEM PAID | MILEAGE PAID | PARKING PAID | MISCELLANEOUS PAID | OTHER PAID | TOTAL PAID |
|--|-----------------|-----------------|---------------|---------------|--------------|--------------|--------------------|------------|------------|
| TOTAL | | 4620 | 2632 | \$42480.00 | \$19918.27 | \$0.00 | \$0.00 | \$0.00 | \$62398.27 |
| TOTAL Petit | | 4350 | 2265 | \$35310.00 | \$16866.52 | \$0.00 | \$0.00 | \$0.00 | \$52176.52 |
| AVERAGE COST PER JUROR - Petit \$23.04 | | | | | | | | | |
| TOTAL Grand | | 134 | 162 | \$5280.00 | \$2202.85 | \$0.00 | \$0.00 | \$0.00 | \$7482.85 |
| AVERAGE COST PER JUROR - Grand \$46.19 | | | | | | | | | |
| TOTAL Coroner | | 136 | 105 | \$1890.00 | \$848.90 | \$0.00 | \$0.00 | \$0.00 | \$2738.90 |
| AVERAGE COST PER JUROR - Coroner \$26.08 | | | | | | | | | |

**Office of the Coroner
McLean County
AUGUST 2003 REPORT**

| | AUGUST 2003 | AUGUST 2002 | TYTD 2003 | LYTD 2002 |
|-----------------------------|--------------------|--------------------|------------------|------------------|
| <i>Cases</i> | 63 | 53 | 528 | 499 |
| <i>Autopsies</i> | 6 | 6 | 70 | 74 |
| <i>Out/County Autopsies</i> | 23 | 20 | 154 | 91 |
| <i>Inquests</i> | 7 | 8 | 41 | 48 |

TOTAL DEPOSITS

| | BUDGET | ACTUAL |
|--------------------------------|---------------|---------------|
| <i>Copy Fees</i> | \$6,000.00 | \$6165.00 |
| <i>Morgue Fees</i> | \$18,750.00 | \$32,679.88 |
| <i>Reim/Services</i> | \$500.00 | \$44.97 |
| <i>Paid to Facilities Mgt.</i> | \$0 | \$7168.00 |

DEATH INVESTIGATIONS THAT INCLUDE AUTOPSY AND FOLLOW-UP

Traffic Crash – 0

Medical/Sudden death – 2

Homicide – 0

Other (pending tox. & autopsy results and/or inquest ruling) – 4

OPEN DEATH INVESTIGATIONS

Traffic Crash – 5

Homicide – 1

Medical/Sudden death – 5

Other/Pending - 8

August 2003

COURT SERVICES ADULT/JUVENILE DIVISION STATISTICS

ADULT DIVISION

7 Officer Supervision Unit - 3 Officer PSI Unit

Total Caseload – 1070 (1080 last month)

Average caseload per officer 153 (60 AOIC recommendation)

Presentence Reports Completed – 37 (35 last month)

* Total Workload Hours Needed – 1967.30 (2032.30 last month)

** Total Hours Available - 1650.00

* According to AOIC standards it would take this amount of hours per month to complete all requirements of case supervision and report writing.

** The number of work hours available to the division (11 officers working 150 hours each per month).

AOIC workload standards indicate **an additional 2.12 adult officers are needed.** (2.55 last month)

JUVENILE DIVISION

4 Officer Division

Total Caseload – 120(116 last month)

Average caseload per officer 30 (29 AOIC recommendation)

Social History Reports Completed – 4 (6 last month)

* Total Workload Hours Needed – 411.00 (432.00 last month)

** Total Hours Available 600.00

* According to AOIC standards it would take this amount of hours per month to complete all requirements of case supervision and report writing.

** The number of work hours available to the division (4 officers working 150 hours each per month).

AOIC workload standards indicate **an additional -1.26 juvenile officers are needed.** (-1.12 last month)

EARLY INTERVENTION PROBATION (EIP)

3 Person unit with a maximum caseload of 45

Total caseload 28

August 2003

SPECIAL PROGRAMS

INTENSIVE PROBATION UNIT ADULT

3 person unit with a maximum caseload of 40

Total Caseload – 44 (49 last month)

INTENSIVE PROBATION UNIT JUVENILE

1 ½ person unit with a maximum caseload of 15

Total Caseload – 16 (16 last month)

DRIVING UNDER THE INFLUENCE UNIT

1 person unit with a maximum caseload of 40

Total Caseload - 70 (75 last month)

JUVENILE INTAKE

2 person unit

Total Informal Conferences - 23 (31 last month)

Total Caseload Informal Probation – 65 (58 last month)

Total Intake Screen Reports – 97 (44 last month)

COMMUNITY SERVICE PROGRAM

1 person unit

Total Caseload Adult - 435 (444 last month)

Total Caseload Juvenile - 29 (25 last month)

Total Hours Completed Adult – 3143.00 (\$16,500.75 Symbolic Restitution)

Total Hours Completed Juvenile – 130.00 (\$ 682.50 Symbolic Restitution)

Total Worksites Used – 36 (36 last month)

DOMESTIC VIOLENCE PROGRAM

3 person unit (2 Officers and 1 Clerk)

Total Probation Caseload - 75 (70 last month)

Total Court Supervision/Conditional Discharge Caseload –341 (337 last month)

2003
JUVENILE DETENTION CENTER
OUT OF COUNTY

| Ages of Minors Detained | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | |
| 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | |
| 12 | 1 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 1 | | | |
| 13 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 0 | | | |
| 14 | 2 | 1 | 2 | 4 | 7 | 4 | 4 | 0 | 1 | | | |
| 15 | 4 | 3 | 2 | 3 | 2 | 6 | 1 | 1 | 5 | | | |
| 16 | 6 | 5 | 6 | 7 | 11 | 11 | 2 | 1 | 1 | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Sex of Minors Detained | | | | | | | | | | | | |
| Male | 9 | 5 | 8 | 8 | 18 | 18 | 3 | 5 | | | | |
| Female | 5 | 4 | 2 | 6 | 4 | 4 | 1 | 3 | | | | |
| | | | | | | | | | | | | |
| Race of Minors Detained | | | | | | | | | | | | |
| Caucasian | 12 | 6 | 10 | 11 | 21 | 21 | 3 | 8 | | | | |
| African-American | 1 | 0 | 0 | 3 | 1 | 0 | 1 | 0 | | | | |
| Hispanic | 1 | 3 | 0 | 0 | 0 | 1 | 0 | 0 | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Offenses of Which Minor was Detained | | | | | | | | | | | | |
| Dispositional Detention | 12 | 3 | 8 | 12 | 18 | 21 | 2 | 4 | | | | |
| Warrant | 0 | 2 | 1 | 2 | 1 | 0 | 0 | 1 | | | | |
| Criminal Damage to Property | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | | |
| DOC | 0 | 2 | 0 | 0 | 0 | 0 | 1 | 2 | | | | |
| DOC Warrant | 2 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | | | | |
| Domestic Battery With Bodily Harm | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Possession of Controlled Substance | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Possession of Drug Paraphernalia | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Probation Violation | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | | | | |
| Residential Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| | | | | | | | | | | | | |
| Residence of Minors Detained | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Bureau | 0 | 1 | 0 | 0 | 0 | 5 | 1 | 0 | | | | |
| DeWitt | 0 | 1 | 1 | 0 | 0 | 1 | 1 | 1 | | | | |
| DOC | 2 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | | | | |
| Douglas | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | | | | |

2003
**JUVENILE DETENTION CENTER
 OUT OF COUNTY**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-------------------------------------|------|------|------|------|-------|-------|------|------|-----|-----|-----|-----|
| Henderson | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | | | |
| Henry | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | |
| Livingston | 2 | 1 | 1 | 3 | 6 | 5 | 0 | 2 | | | | |
| Logan | 6 | 2 | 5 | 6 | 13 | 7 | 0 | 1 | | | | |
| Madison | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | | |
| Mason | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 2 | | | | |
| McDonough | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Rock Island | 1 | 0 | 2 | 3 | 1 | 1 | 1 | 0 | | | | |
| Tazewell | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Woodford | 2 | 1 | 0 | 0 | 1 | 2 | 0 | 0 | | | | |
| | | | | | | | | | | | | |
| Average Daily Population | 3.3 | 1.8 | 2.5 | 2.4 | 4.6 | 9.2 | 2.9 | 2.8 | | | | |
| Average Daily Population:YTD | 3.3 | 2.6 | 2.5 | 2.5 | 2.9 | 4 | 3.8 | 3.7 | | | | |
| Number of Days in Detention | 102 | 49 | 77 | 71 | 144 | 276 | 91 | 88 | | | | |
| Revenue: | 9570 | 4490 | 7370 | 5950 | 13420 | 27720 | 9570 | 8800 | | | | |

2003
**JUVENILE DETENTION CENTER
 MCLEAN COUNTY**

| Ages of Minors Detained | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 10 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | | | |
| 11 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | | |
| 12 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 1 | | | | |
| 13 | 0 | 1 | 0 | 2 | 5 | 0 | 3 | 0 | | | | |
| 14 | 6 | 0 | 2 | 2 | 5 | 4 | 1 | 1 | | | | |
| 15 | 7 | 4 | 8 | 18 | 3 | 3 | 8 | 8 | | | | |
| 16 | 11 | 2 | 7 | 6 | 5 | 1 | 3 | 2 | | | | |
| Sex of Minors Detained | | | | | | | | | | | | |
| Male | 18 | 4 | 14 | 20 | 15 | 6 | 12 | 6 | | | | |
| Female | 6 | 3 | 3 | 9 | 6 | 2 | 4 | 6 | | | | |
| Race of Minors Detained | | | | | | | | | | | | |
| Caucasian | 6 | 1 | 7 | 20 | 12 | 5 | 13 | 8 | | | | |
| African-American | 17 | 6 | 10 | 9 | 9 | 3 | 3 | 3 | | | | |
| Hispanic | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Offenses of Which Minor was Detained | | | | | | | | | | | | |
| Dispositional Detention | 13 | 3 | 6 | 8 | 3 | 2 | 5 | 5 | | | | |
| Warrant | 3 | 0 | 2 | 4 | 3 | 4 | 1 | 0 | | | | |
| Aggravated Assault | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | | |
| Aggravated Battery | 1 | 0 | 1 | 3 | 2 | 0 | 0 | 0 | | | | |
| Aggravated Criminal Sexual Abuse | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | | |
| Aggravated Criminal Sexual Assault | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | | | | |
| Aggravated Domestic Battery | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | | | | |
| Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | | | | |
| Burglary to Motor Vehicle | 0 | 0 | 0 | 2 | 2 | 0 | 1 | 0 | | | | |
| Court Ordered | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | | | | |
| Criminal Damage to Property Over \$300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Criminal Drug Conspiracy | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Delivery of Controlled Substance | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| DOC | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | | | | |
| Domestic Battery | 0 | 0 | 0 | 2 | 2 | 0 | 2 | 2 | | | | |
| Felony Retail Theft | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | | | | |
| Home Invasion | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | | | | |

2003
**JUVENILE DETENTION CENTER
 MCLEAN COUNTY**

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-------------------------------------|--------|--------|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | | |
| Obstructing a Peace Officer | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | | |
| Possession of Marijuana | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | | | | |
| Possession of Stolen Vehicle | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Request for Apprehension | 3 | 2 | 3 | 4 | 3 | 2 | 5 | 2 | | | | |
| Residential Burglary | 3 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | | | | |
| Residence of Minors Detained | | | | | | | | | | | | |
| Bloomington | 20 | 7 | 13 | 17 | 14 | 5 | 10 | 7 | | | | |
| Normal | 1 | 0 | 4 | 9 | 4 | 2 | 2 | 2 | | | | |
| Carlock | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | | | | |
| Chenoa | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | | | | |
| Chicago | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | | |
| Danvers | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | | | | |
| Downs | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Heyworth | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | | | | |
| Kankakee | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | | | | |
| Kappa | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | | | |
| LeRoy | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | | | |
| Saybrook | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | | |
| Missouri | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Average Daily Population | 9 | 8.6 | 7 | 12 | 13.9 | 8.8 | 7.4 | 6.9 | | | | |
| Average Daily Population:YTD | 9 | 8.8 | 8.2 | 9.2 | 10.1 | 9.9 | 9.5 | 9.2 | | | | |
| Number of Days in Detention | 279 | 240 | 216 | 359 | 431 | 263 | 228 | 214 | | | | |
| Revenue: | 157.22 | 155.89 | 65 | 50 | 150 | 50 | 100 | 150 | | | | |



McLEAN COUNTY SHERIFF'S DEPARTMENT
DAVID OWENS, SHERIFF
"Peace Through Integrity"
Administration Office
(309) 888-5034
104 W. Front Law & Justice Center Room 105
P.O. Box 2400 Bloomington, Illinois 61702-2400

Detective Commander (309) 888-5051
Patrol Commander (309) 888-5166
Patrol Duty Sergeant (309) 888-5019
Jail Division (309) 888-5065
Process Division (309) 888-5040
Records Division (309) 888-5055
Domestic Crimes Division (309) 888-5860
FAX (309) 888-5072

September 26, 2003

TO: Mr. Tari Renner, Chairman
Justice Committee
FROM: Sheriff Dave Owens
SUBJ: OCTOBER 6, 2003 JUSTICE COMMITTEE AGENDA

Dear Chairman Renner:

I would respectfully request that the following item be place don the October 6th, 2003 Justice Committee Agenda for information only.

Information

- 1) **McLean County Detention Facility Population Report:** (Please see attached).

If you have any questions, prior to the meeting, please feel free to contact me.

Sincerely,

David Owens
Sheriff

DO:jc

MCDF
Population
September
2003

| Date | Daily Total | In House | Male | Female | Sp. Needs | St. Sentence | Work Release | Weekends | Other Fac |
|-------------------------------------|-------------|----------|---------|--------|-----------|--------------|--------------|----------|-----------|
| 1 | 211 | 177 | 164 | 27 | 16 | 40 | 11 | 28 | 0 |
| 2 | 216 | 186 | 188 | 28 | 19 | 40 | 11 | 28 | 0 |
| 3 | 217 | 187 | 185 | 32 | 18 | 38 | 10 | 29 | 0 |
| 4 | 219 | 187 | 186 | 33 | 26 | 41 | 11 | 28 | 0 |
| 5 | 215 | 184 | 185 | 30 | 23 | 38 | 9 | 28 | 0 |
| 6 | 219 | 205 | 187 | 32 | 19 | 49 | 10 | 32 | 0 |
| 7 | 223 | 210 | 192 | 31 | 22 | 49 | 10 | 29 | 0 |
| 8 | 223 | 192 | 191 | 32 | 23 | 47 | 10 | 29 | 0 |
| 9 | 227 | 200 | 194 | 33 | 22 | 44 | 11 | 28 | 0 |
| 10 | 221 | 194 | 188 | 33 | 17 | 45 | 11 | 27 | 0 |
| 11 | 220 | 190 | 190 | 30 | 19 | 46 | 11 | 27 | 0 |
| 12 | 216 | 186 | 188 | 28 | 21 | 45 | 11 | 27 | 0 |
| 13 | 220 | 208 | 192 | 28 | 15 | 50 | 11 | 31 | 0 |
| 14 | 223 | 213 | 191 | 32 | 15 | 45 | 10 | 28 | 0 |
| 15 | 224 | 193 | 192 | 32 | 14 | 44 | 10 | 28 | 0 |
| 16 | 212 | 184 | 184 | 28 | 13 | 43 | 11 | 28 | 0 |
| 17 | 213 | 184 | 185 | 28 | 13 | 45 | 10 | 27 | 0 |
| 18 | 213 | 183 | 185 | 28 | 14 | 43 | 10 | 26 | 0 |
| 19 | 205 | 175 | 174 | 31 | 16 | 42 | 10 | 28 | 0 |
| 20 | 223 | 213 | 193 | 30 | 25 | 44 | 12 | 28 | 0 |
| 21 | 216 | 207 | 188 | 26 | 17 | 43 | 12 | 27 | 0 |
| 22 | 220 | 188 | 191 | 29 | 17 | 43 | 12 | 27 | 0 |
| 23 | 216 | 184 | 190 | 26 | 14 | 42 | 13 | 27 | 0 |
| 24 | 218 | 186 | 191 | 27 | 18 | 41 | 12 | 27 | 0 |
| 25 | 220 | 187 | 194 | 26 | 14 | 41 | 11 | 27 | 0 |
| 26 | | | | | | | | | |
| 27 | | | | | | | | | |
| 28 | | | | | | | | | |
| 29 | | | | | | | | | |
| 30 | | | | | | | | | |
| Total | 5450.00 | 4803.00 | 4708.00 | 742.00 | 448.00 | 1088.00 | 270.00 | 697.00 | 0.00 |
| Average for September 2003 | 218.00 | 192.12 | 188.32 | 29.68 | 17.92 | 43.52 | 10.80 | 27.88 | 0.00 |

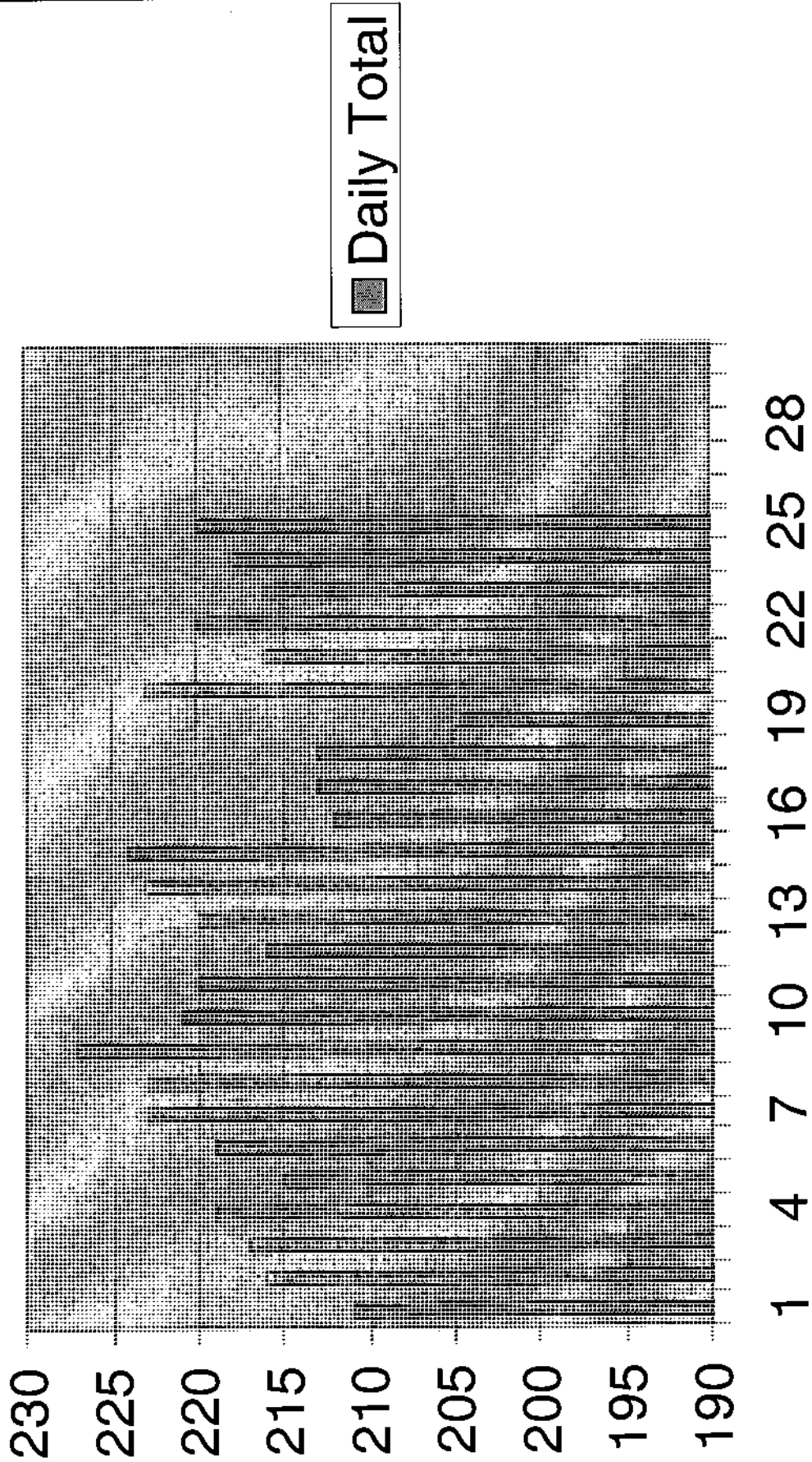
MCDF Average Population
Six Month Comparison

| Month | April 2003 | May 2003 | June 2003 | July 2003 | August 2003 | Sept 2003 | Average |
|----------------------|---------------|-------------|--------------|--------------|----------------|--------------|---------|
| Daily Total | 228.21 | 208.50 | 202.07 | 178.19 | 200.40 | 218.00 | 205.9 |
| In House | 200.93 | 186.80 | 113.71 | 70.16 | 173.60 | 192.12 | 156.22 |
| Male | 192.96 | 178.30 | 173.71 | 153.58 | 179.70 | 188.32 | 177.76 |
| Female | 35.25 | 30.10 | 28.36 | 24.61 | 20.70 | 29.68 | 28.12 |
| Special Needs | 20.25 | 17.30 | 16.37 | 7.52 | 16.90 | 17.92 | 16.04 |
| Straight Sentence | 61.21 | 50.80 | 44.11 | 26.13 | 34.90 | 43.52 | 43.45 |
| Work Release | 4.57 | 8.50 | 9.84 | 6.71 | 9.30 | 10.80 | 8.29 |
| Weekenders | 21.57 | 21.80 | 19.95 | 17.71 | 23.80 | 27.88 | 22.12 |
| Other Facilities | 8.86 | 2.10 | 58.25 | 59.23 | 00.00 | 00.00 | 21.41 |

MCDF Average Population
By Month 2003

| Month | January | February | March | April | May | June | July | August | Sept | October | Nov | Dec | Average |
|-------------------|---------|----------|--------|--------|--------|--------|--------|--------|--------|---------|-----|-----|---------|
| Daily Total | 227.71 | 216.60 | 208.65 | 228.21 | 208.50 | 202.07 | 178.19 | 200.40 | 218.00 | | | | 209.81 |
| In House | 202.29 | 198.40 | 191.84 | 200.93 | 186.80 | 113.71 | 70.16 | 173.60 | 192.12 | | | | 169.98 |
| Male | 190.61 | 180.10 | 176.35 | 192.96 | 178.30 | 173.71 | 153.58 | 179.70 | 188.32 | | | | 179.29 |
| Female | 37.10 | 36.50 | 32.29 | 35.25 | 30.10 | 28.36 | 24.61 | 20.70 | 29.68 | | | | 30.51 |
| Special Needs | 16.23 | 18.60 | 17.94 | 20.25 | 17.30 | 16.37 | 7.52 | 16.90 | 17.92 | | | | 16.56 |
| Straight Sentence | 51.65 | 55.30 | 48.10 | 61.21 | 50.80 | 44.11 | 26.13 | 34.90 | 43.52 | | | | 46.19 |
| Work Release | 6.48 | 6.70 | 5.74 | 4.57 | 8.50 | 9.84 | 6.71 | 9.30 | 10.80 | | | | 7.63 |
| Weekenders | 23.68 | 21.60 | 22.84 | 21.57 | 21.80 | 19.95 | 17.71 | 23.80 | 27.88 | | | | 22.31 |
| Other Facilities | 4.90 | .43 | 00.00 | 8.86 | 2.10 | 58.25 | 59.23 | 00.00 | 00.00 | | | | 14.86 |

Daily Total



LAW & JUSTICE CENTER
104 West Front Street Room 404
P.O. Box 2420
Bloomington, IL 61702-2420



DIVISION OFFICES

| | |
|-----------------|----------------------|
| Criminal: | Room 303 888-5320 |
| Divorce/Family: | Room 404 888-5305 |
| Civil: | Room 404 888-5340 |
| Small Claims: | Room 404 888-5330 |
| Traffic: | Room 303 888-5310 |

SANDRA K. PARKER
CLERK OF THE CIRCUIT COURT
COUNTY OF McLEAN
(309) 888-5301

MEMORANDUM

To: Honorable Members of the Justice/Public Safety Committee
McLean County Board
John Zeunik, County Administrator

From: Sandra K. Parker, Circuit Clerk

Sandy

Date: September 30, 2003

Re: Purchase of Microfilm Reader-Printer

The Circuit Clerk's Office is in need of a replacement Microfilm Reader-Printer. The current reader-printer (Bell and Howell) was acquired in 1990. For the past 2 years, it has been steadily declining and the recent repair estimate following the explosion was a minimum of \$1,317.00 with the service provider indicating that he suspected even more needed repairs would be found once the machine was opened up. The Bell and Howell machine is no longer manufactured.

We received three price proposals. One price proposal was not considered since it would not read our 35MM film. We have a mixture of 35MM film and 16MM film. Both must be accessible to staff/public.

The two proposals considered were from Canon and Kodak. The Canon product was demonstrated in the McLean County Recorder's Office. The Kodak product was brought on site and demonstrated.

Of the two proposals, we feel the Kodak product is the best choice. It is the less expensive of the two proposals, and seems to be easier to operate on an infrequent basis.

It has a less modern film feeder, however it is gentler on the film and will provide more protection against scratches and breakage. We have had excellent service results with our Bell and Howell equipment, and the same service person will cover the Kodak purchase.

The Kodak product offers slightly better time on clearing the screen to print, as well as slightly faster printing time. It has a de-skewing feature, which will automatically straighten a crooked image as well. The DPI on the Kodak product is 600 as compared to 400 on the Canon.

We will recoup the six remaining months of our pre-paid maintenance without any penalties by accepting the Kodak proposal. Jennifer Ho has advised that the County's property insurance will pay the \$1,317.00 estimated cleaning and re-conditioning costs as a part of the settlement from the damages caused by the transformer explosion.

The remaining costs of acquisition and on-going maintenance will be covered by the Circuit Clerk's Document Storage Fund.

**READER/PRINTER COMPARISON
FOR USE OF 35MM AND 16MM MICROFILM**

| | |
|---|--|
| <u>CANON</u> | <u>KODAK</u> |
| reader printer | reader printer |
| 2 lenses, 1 paper tray, no stand | 1 lens, 2 paper size sources auto select |
| \$ 8,750.00 | \$ 8,637.00 |
| Stand | Stand |
| \$ 473.00 | \$ 495.00 |
| auto paper tray selection for 2 paper sizes | |
| \$ 599.00 | |
| Toner | Toner |
| \$ 173.00 | \$ 195.00 |
| Service Agreement | Service Agreement |
| \$ 910.00 | \$ 1,010.00 |
| Total | Total |
| \$ 10,905.00 | \$ 10,337.00 |
| Option | |
| extra paper tray/manual change | |
| \$ 116.00 | |
| Total w/manual tray option instead of auto tray selection | |
| \$ 10,422.00 | |



Tom Tevebaugh
 Crane Imaging Solutions, Inc.
 Authorized Broker,
 Kodak Document Imaging
 11789 Dundas Drive
 Bolingbrook, IL 61008

Phone: 815-885-1305
 Fax: 815-885-1306
 Email: Ttevebaugh@aol.com

*Both New & Pre-owned Microfilm Equipment
 Affordable Imaging - Micrographic Replacement Solutions
 Professional Film & Film Processing Lab
 Complete Line of Supplies at Everyday Discount Prices*

Configured for 16&35mm rolls, positive & negative films, plus jackets & microfiche

**McLean County Circuit Clerk
 Kodak 2400DSV Digital Reader/Printer - Revised 8/28/03**

| DESCRIPTION | INVESTMENT |
|--|---------------|
| 2400DSV Digital Film Scanner | \$ 10,235.00 |
| Complete with: | |
| - Automatic exposure control. Auto bimodal printing (Pos. & Neg. film) | |
| - Auto image centering, auto masking, auto image rotation, and auto skew correction are all standard. | |
| 23-50x Zoom Lens | INCL |
| MPS3000 Heavy Duty Laser Printer | INCL |
| - Letter, legal, and ledger sized printing. Heavy duty unit, 20ppm speed. | |
| Motorized COMBO Roll & Fiche Carrier 70 | INCL |
| - Universal 16&35mm rolls and/or microfiche retrieval w/out carrier changing. | |
| Optional Workstation (recommended) | 238.00 |
| RECOMMENDED CONFIGURATION..... | \$ 10,473.00 |
| LESS NEW STATE & LOCAL DISCOUNT..... | - (1,836.00) |
| NET INVESTMENT..... | \$ 8,637.00 |
| <ul style="list-style-type: none"> • Standard freight is free • Includes Kodak installation & training • Kodak 90 day factory warranty included | |
| OPTION: | |
| 13x to 27x Zoom Lens Add \$495 | |
| SUPPLIES: | |
| MSP3000 Toner Cartridges | \$ 195.00/ea. |
| OPTIONAL KODAK SERVICE CONTRACT: | |
| 2400DSV Digital Reader/Printer | \$ 1,010/yr. |
| Motorized Combo Roll/Fiche Carrier | INCL |
| Complete coverage for all service calls, all labor, and all parts except consumable items like lamps and toner. A preventative inspection is included. | |



BELLOHOWELL
Imaging Solutions

Tom Tevebaugh
Crane Imaging Solutions, Inc.
Authorized Broker,
Kodak Document Imaging
11789 Dundee Drive
Belvidere, IL 61008

Phone: 815-885-1306
Fax: 815-885-1306

Email: Ttevebaugh@bel.com

*Both New & Pre-owned Microfilm Equipment
Affordable Imaging - Micrographic Replacement Solutions
Professional Film & Film Processing Lab
Complete Line of Supplies at Everyday Discount Prices*

Fax: Page 1 of 2

Date: 8/28/03

To: Phyllis Nelson

From: Tom Tevebaugh

Re: Revised Proposal for Kodak 2400DSV Digital Reader/Printer

Hi Phyllis:

I added the 13x to 27x zoom lens as an option. The 23x to 50x is still included in the 2400DSV pricing. This should cover your full range of magnification needs.

Thanks again,

Tom Tevebaugh

REPORT A
ACTIVITY OF ALL CIVIL CASES
DURING THE MONTH OF AUGUST 2003
IN THE CIRCUIT COURT OF THE 11TH JUDICIAL CIRCUIT
McLEAN COUNTY

| CATEGORY | BEGIN PENDING | CODE | NEW FILED | REINSTATED | DISPOSED | END PENDING 2003 | END PENDING 2002 |
|-----------------------------|---------------|------|-----------|------------|----------|------------------|------------------|
| Adoption | 20 | AD | 3 | 0 | 2 | 21 | 31 |
| Arbitration | 378 | AR | 50 | 13 | 80 | 361 | 459 |
| Chancery | 190 | CH | 24 | 0 | 17 | 197 | 304 |
| Dissolution of Marriage | 558 | D | 49 | 0 | 36 | 571 | 514 |
| Eminent Domain | 2 | ED | 0 | 0 | 0 | 2 | 5 |
| Family | 190 | F | 41 | 0 | 13 | 218 | 131 |
| Law => \$50,000 - Jury | 258 | L | 8 | 0 | 7 | 259 | 277 |
| Law = > \$50,000 - Non-Jury | 139 | L | 8 | 0 | 7 | 140 | 136 |
| Law = < \$50,000 - Jury | 16 | LM | 0 | 1 | 1 | 16 | 22 |
| Law = < \$50,000 - Non-Jury | 200 | LM | 81 | 4 | 50 | 235 | 246 |
| Municipal Corporation | 0 | MC | 0 | 0 | 0 | 0 | 0 |
| Mental Health | 6 | MH | 4 | 0 | 2 | 8 | 6 |
| Miscellaneous Remedy | 152 | MR | 10 | 0 | 6 | 156 | 137 |
| Order of Protection | 9 | OP | 17 | 0 | 10 | 16 | 17 |
| Probate | 1,105 | P | 25 | 0 | 17 | 1,113 | 1,085 |
| Small Claim | 679 | SC | 172 | 51 | 252 | 650 | 663 |
| Tax | 10 | TX | 0 | 0 | 0 | 10 | 12 |
| TOTAL CIVIL | 3,912 | | 492 | 69 | 500 | 3,973 | 4,045 |

REPORT B
 ACTIVITY OF ALL CRIMINAL CASES DURING THE MONTH OF AUGUST 2003
 IN THE CIRCUIT COURT OF THE 11th JUDICIAL CIRCUIT
 McLEAN COUNTY

| | BEGIN PENDING | CODE | NEW FILED | NO. OF DEFTS. NEW | REINSTATED | DISPOSED | END PENDING 2003 | END PENDING 2002 |
|----------------------|---------------|------|-----------|-------------------|------------|----------|------------------|------------------|
| CONTEMPT OF COURT | 2 | C.C. | 4 | 4 | 0 | 0 | 6 | 2 |
| CRIMINAL FELONY | 830 | CF | 121 | 121 | 0 | 123 | 828 | 914 |
| CRIMINAL MISDEMEANOR | 1,056 | CM | 254 | 254 | 0 | 159 | 1,151 | 1,157 |
| TOTAL CRIMINAL | 1,888 | | 379 | 379 | 0 | 282 | 1,985 | 2,073 |

REPORT C
 ACTIVITY OF ALL JUVENILE CASES
 DURING THE MONTH OF AUGUST 2003
 IN THE CIRCUIT COURT OF THE 11TH JUDICIAL CIRCUIT
 McLEAN COUNTY

| CATEGORY | BEGIN PENDING | CODE | NEW FILED | NO. OF DEFTS. NEW | REINSTATED | DISPOSED | END PENDING 2003 | END PENDING 2002 |
|--------------------------|---------------|------|-----------|-------------------|------------|----------|------------------|------------------|
| JUVENILE | 38 | J | 0 | 0 | 0 | 0 | 38 | 51 |
| JUVENILE ABUSE & NEGLECT | 188 | JA | 6 | 13 | 0 | 11 | 183 | 182 |
| JUVENILE DELINQUENT | 85 | JD | 12 | 12 | 4 | 6 | 95 | 125 |
| TOTAL JUVENILE | 311 | | 18 | 25 | 4 | 17 | 316 | 358 |

REPORT D
 ACTIVITY OF ALL DUI/TRAFFIC/CONSERVATION/ORDINANCE CASES
 DURING THE MONTH OF AUGUST 2003
 IN THE CIRCUIT COURT OF THE 11th JUDICIAL CIRCUIT
 McLEAN COUNTY

| CATEGORY | BEGIN PENDING | CODE | NEW FILED | REINSTATED | DISPOSED | END PENDING 2003 | END PENDING 2002 |
|-----------------------------|---------------|------|-----------|------------|----------|------------------|------------------|
| CONSERVATION VIOLATION | 26 | CV | 8 | 0 | 13 | 21 | 31 |
| DRIVING UNDER THE INFLUENCE | 440 | DT | 59 | 0 | 72 | 427 | 422 |
| ORDINANCE VIOLATION | 816 | OV | 119 | 0 | 95 | 840 | 731 |
| TRAFFIC VIOLATION | 21,892 | TR | 3,041 | 0 | 3,840 | 21,093 | 16,608 |
| TOTALS: | 23,174 | | 3,227 | 0 | 4,020 | 22,381 | 17,792 |

REPORT F
DISPOSITION OF DEFENDANTS CHARGED WITH FELONIES⁽¹⁾
THROUGH THE MONTH OF AUGUST, 2003
IN THE CIRCUIT COURT OF THE 11TH JUDICIAL CIRCUIT
MCLEAN COUNTY

| | NOT CONVICTED | | | | | | | | | | CONVICTED | | | TOTAL DEFENDANTS DISPOSED OF |
|-------|---------------|--------|------------------------|-----------|----------|--------------|------------|-------------|-------------|------------|-----------|--|--|------------------------------|
| | NOLLE | S.O.L. | REDUCED TO MISDEMEANOR | DISMISSED | OTHER(2) | ACQUITTED BY | | GUILTY PLEA | BENCH TRIAL | JURY TRIAL | | | | |
| | | | | | | BENCH TRIAL | JURY TRIAL | | | | | | | |
| JAN | 29 | 0 | 34 | 0 | 0 | 0 | 2 | 93 | 1 | 3 | 162 | | | |
| FEB | 19 | 0 | 19 | 0 | *2 | 2 | 2 | 73 | 1 | 2 | 120 | | | |
| MAR | 11 | 0 | 13 | 0 | 0 | 0 | 1 | 65 | 0 | 0 | 90 | | | |
| APR | 28 | 0 | 19 | 0 | 1* | 2 | 1 | 87 | 0 | 2 | 140 | | | |
| MAY | 16 | 0 | 21 | 0 | 0 | 0 | 1 | 63 | 1 | 2 | 104 | | | |
| JUNE | 16 | 0 | 8 | 1 | 0 | 1 | 0 | 55 | 5 | 2 | 88 | | | |
| JULY | 24 | 0 | 16 | 1 | 0 | 0 | 2 | 71 | 0 | 0 | 114 | | | |
| AUG | 23 | 0 | 7 | 1 | 0 | 1 | 1 | 89 | 0 | 1 | 123 | | | |
| SEPT | | | | | | | | | | | | | | |
| OCT | | | | | | | | | | | | | | |
| NOV | | | | | | | | | | | | | | |
| DEC | | | | | | | | | | | | | | |
| TOTAL | 166 | 0 | 137 | 3 | 3 | 6 | 10 | 596 | 8 | 12 | 941 | | | |

(1) NOT NECESSARILY DIFFERENT DEFENDANTS

(2) INCLUDES COURT ACTION: NO BILL, TRANSFERRED/NO JURISDICTION, DEATH SUGGESTED/CAUSE ABATED, UNFIT TO STAND TRIAL, SEXUALLY DANGEROUS, TRANSFERS TO WARRANT CALENDAR, AND EXTRADITION PROCEEDING FILED AS A FELONY.

*NOT GUILTY BY DIRECTED VERDICT

REPORT F
DISPOSITION OF DEFENDANTS CHARGED WITH FELONIES⁽¹⁾
DURING THE MONTH OF AUGUST 2003
IN THE CIRCUIT COURT OF THE 11TH JUDICIAL CIRCUIT
McLEAN COUNTY

| | | NOT CONVICTED | | | | | CONVICTED | | | TOTAL DEFENDANTS DISPOSED OF |
|-------|--------|---------------------------|-----------|----------|----------------|---------------|----------------|----------------|---------------|------------------------------------|
| NOLLE | S.O.L. | REDUCED TO MISDEMEANOR | DISMISSED | OTHER(2) | ACQUITTED BY | | GUILTY PLEA | BENCH TRIAL | JURY TRIAL | |
| | | | | | BENCH TRIAL | JURY TRIAL | | | | |
| 23 | 0 | 7 | 1 | 0 | 1 | 1 | 89 | 0 | 1 | 123 |

(1) NOT NECESSARILY DIFFERENT DEFENDANTS

(2) INCLUDES COURT ACTION: NO BILL, TRANSFERRED/NO JURISDICTION, DEATH SUGGESTED/CAUSE ABATED, UNFIT TO STAND TRIAL, SEXUALLY DANGEROUS, TRANSFERS TO WARRANT CALENDAR, AND EXTRADITION PROCEEDING FILED AS A FELONY.

REPORT G
SENTENCE OF DEFENDANTS CHARGED WITH FELONIES
DURING THE MONTH OF AUGUST 2003
IN THE CIRCUIT COURT OF THE 11th JUDICIAL CIRCUIT
McLEAN COUNTY

TOTAL NUMBER OF DEFENDANTS CONVICTED OF FELONIES BY GUILTY PLEA, BENCH TRIAL AND JURY TRIAL (FROM REPORT F). THIS TOTAL MUST EQUAL THE NUMBER OF FELONY SENTENCES ON THE FELONY SENTENCE TABLE BELOW.

TOTAL NUMBER OF CONVICTED FELONIES: 90
(FROM REPORT F)

FELONY SENTENCE TABLE

| | CLASS M | CLASS X | CLASS 1 | CLASS 2 | CLASS 3 | CLASS 4 | TOTALS |
|----------------|----------|----------|----------|-----------|-----------|-----------|-----------|
| 1. DEATH | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2. LIFE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 3. IDOC | 0 | 1 | 7 | 7 | 11 | 18 | 44 |
| 4. PROBATION | 0 | 0 | 2 | 6 | 14 | 23 | 45 |
| 5. OTHER | 0 | 0 | 0 | 0 | 0 | 1* | 1* |
| TOTALS: | 0 | 1 | 9 | 13 | 25 | 42 | 90 |

* Conditional Discharge

| | <u>EMERGENCY</u> | <u>INTERIM</u> | <u>PLENARY</u> |
|---------------|------------------|----------------|----------------|
| DIVORCE | 1 | 0 | 0 |
| FAMILY (OP) | 12 | 1 | 2 |
| CRIMINAL | 2 | 0 | 2 |
| TOTAL: | 15 | 1 | 4 |

INTERAGENCY AGREEMENT

Victims of Crime Act of 1984

This interagency agreement is entered into by the Illinois Criminal Justice Information Authority, with its offices at 120 South Riverside Plaza, Chicago, Illinois 60606, hereinafter referred to as the "Authority", and the County of McLean on behalf of the McLean County Child Protection Network, hereinafter referred to as the "Implementing Agency," with its principal offices at 200 West Front Street, Suite 500 B, Bloomington, Illinois 61701, for implementation of the Services to Victims of Child Abuse Program.

WHEREAS, Section 7(k) of the Illinois Criminal Justice Information Act (20 ILCS 3930/7(k)) establishes the Authority as the agency "to apply for, receive, establish priorities for, allocate, disburse and spend grants of funds that are made available...from the United States pursuant to the federal Crime Control Act of 1973, as amended, and similar federal legislation, and to enter into agreements with the United States government to further the purposes of this Act, or as may be required as a condition of obtaining federal funds;" and

WHEREAS, pursuant to the Victims of Crime Act of 1984, the Authority has been designated as the State agency responsible for administering this program; and

WHEREAS, pursuant to the Authority's rules entitled "Operating Procedures for the Administration of Federal Funds," (20 Illinois Administrative Code 1520 et seq.) the Authority awards federal funds received by the State of Illinois pursuant to the Victims of Crime Act of 1984 and enters into interagency agreements with state agencies, units of local government, and not-for-profit organizations for the use of these federal funds; and

WHEREAS, the priorities of the Illinois Victims of Crime Program are:

Services to victims of crime, with priority given to victims of sexual assault, domestic violence and child abuse, and underserved victims of violent crime;

Services that assist the crime victim in participating in criminal justice proceedings and obtaining compensation for loss suffered as a result of victimization; and

Training of persons who provide services to victims of crime; and

WHEREAS, to ensure the minimum provisions of basic services to all victims of crime, the Authority's Action Plan prioritizes funding programs in the following manner:

Continue current victim service initiatives;

Provide victim services to underserved or unserved areas;

Expand and strengthen current victim services; and

Implement new victim service initiatives after other funding areas are adequately addressed; and

WHEREAS, the Authority designated the County of McLean on behalf of the McLean County Child Protection Network to receive funds for the purpose of implementing a program to address one of the named areas.

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Federal and State Grants Unit

NOW, THEREFORE, BE IT AGREED by and between the Illinois Criminal Justice Information Authority and the County of McLean on behalf of McLean County Child Protection Network as follows:

SECTION 1. DEFINITIONS

"Program": means a planned, integrated approach to an identified problem which is characterized by clear goals, measurable objectives, the implementation of strategies to achieve those objectives and a mechanism for assessing the effectiveness of those strategies.

SECTION 2. PERIOD OF PERFORMANCE AND COSTS INCURRED

The period of performance of this agreement shall be from September 1, 2003 through August 31, 2004.

Costs incurred before the execution date of this agreement may be charged to this agreement if included in Exhibit B, incurred during the period of performance, and the Implementing Agency performed in accordance with the terms and conditions of this agreement.

The Authority shall not be responsible for costs incurred before or after the period of performance of this agreement.

SECTION 3. COMMENCEMENT OF PERFORMANCE

If performance has not commenced within 60 days of the original starting date of this agreement, the Implementing Agency agrees to report by letter to the Authority the steps taken to initiate the program, the reasons for the delay, and the expected starting date.

If the program is not operational within 90 days of the starting date of this agreement, the Implementing Agency agrees to submit a second letter to the Authority explaining the implementation delay. The Authority may at its discretion either cancel this agreement or extend the implementation date of the program past the 90-day period.

If the program is interrupted for more than 30 days after commencement, due to loss of staff or any other reason, the Implementing Agency agrees to notify the Authority in writing explaining the reasons for the interruption and the steps being taken to resume operation of the program. The Authority may, at its discretion, reduce the amount of federal funds awarded and/or terminate this agreement if the program is interrupted for more than 90 days.

If this agreement is terminated due to this section, the Authority will only pay for those services rendered as of the date service delivery ceased. Any funds advanced to the Implementing Agency and not expended as of that date shall be repaid to the Authority upon notification by the Authority.

SECTION 4. PROGRAM DESCRIPTION AND BUDGET

The Implementing Agency agrees to undertake and perform in a satisfactory manner in accordance with the terms and conditions of this agreement, the program described in the Program Description attached and incorporated as Exhibit A and the Budget attached and incorporated as Exhibit B.

- a) In administering the program described in Exhibit A the Implementing Agency agrees that it:
 - i) Is a nonprofit organization or public agency that provides services to victims of crime;
 - ii) Has a record of providing effective service to victims of crime and at least 20 percent of its financial support (including in-kind contributions) is from non-federal sources; or, if

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has not yet demonstrated a record of providing services, it can demonstrate that 25-50 percent of its financial support comes from non-federal sources;

- iii) Utilizes volunteers;
 - iv) Promotes coordinated public and private efforts within the community served to aid crime victims;
 - v) Assists victims in seeking available crime victim compensation benefits;
 - vi) Maintains statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability, and permits reasonable access to its books, documents, papers, and records to determine whether the Implementing Agency is complying with applicable civil rights laws; this requirement is waived when the Implementing Agency is providing a service, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim;
 - vii) Provides services to victims of federal crimes on the same basis as victims of State and local crimes;
 - viii) Provides services to crime victims, at no charge, through the program described in Exhibit A; and
 - ix) Maintains confidentiality of client-counselor information, as required by State and federal law.
- b) The Implementing Agency certifies that only those costs related to the delivery of direct services to victims of crime shall be paid pursuant to this agreement, in accordance with Exhibit

B.

SECTION 5. PAYMENT

The Authority agrees to make payment to the Implementing Agency for the administration and implementation of the program described in Exhibit A. Upon receipt of the fiscal and progress reports described in Section 9 of this agreement, quarterly payments will be made to the Implementing Agency. No payment will be made until all outstanding reports are received by the Authority, including outstanding reports from previously funded Authority programs. In addition, due to the unique requirements of the program being funded, the Implementing Agency may request that an advance payment be made during any quarter and must include supporting documentation with the request. Requests for advance payment are subject to review and approval. No payment will be made to an Implementing Agency unless and until the Implementing Agency is in full compliance with applicable state and federal laws and the terms and conditions of this agreement.

The maximum amount of federal funds payable under this agreement is \$43,552 and is dependent on the expenditure of matching funds as described in Section 6 and Exhibit B, and the performance of the Implementing Agency in accordance with the terms and conditions of this agreement.

The Implementing Agency must provide for the deposit of program funds, including federal and matching funds, into a bank account in the name of the Implementing Agency, either depositing such funds into an account separate from any of its other bank accounts or treating such funds as a separate line item per its budget and audited financial statements. Federal funds shall be immediately deposited into such bank account.

SECTION 6. MATCH

The Implementing Agency certifies that it (a) meets the requirements of Section 4 of this agreement and (b) has at least 20 percent of its support (including in-kind contributions) from sources other than federal funds for the program described in Exhibit A. Therefore one dollar in cash or in-kind match is required for each four dollars of federal funding received.

Failure of the Implementing Agency to apply non-federal financial support to the program described in Exhibit A in the amount of at least 20 percent of such program's costs, shall result in a proportionate reduction in the amount of federal funds awarded under this agreement and may result in the return of funds already awarded. To meet this matching funds requirement, the Implementing Agency shall apply non-federal financial support to the program, as described in Exhibit B.

SECTION 7. OBLIGATIONAL LIMITATION

Payment under this agreement is subject to passage of a suitable and sufficient appropriation by the Illinois General Assembly. Obligations of the State of Illinois will cease immediately without penalty of further payment being required in any fiscal year should the actions of the General Assembly or any applicable funding source result in the failure to appropriate or otherwise make available sufficient funds for this agreement.

SECTION 8. NON-SUPLANTATION

The Implementing Agency certifies that Federal funds made available under this agreement will not be used to supplant available state and local funds, but will be used to increase the amounts of funds that, in the absence of these Federal and matching funds, would be made available to the Implementing Agency for crime victim assistance services.

SECTION 9. REPORTING REQUIREMENTS

Unless another reporting schedule has been required or approved by the Authority, the Implementing Agency agrees to submit the following minimum data to the Authority on a quarterly basis, with quarters beginning at the start of the calendar year, within 15 days following the quarter covered by the report:

- a) Victim Statistics: Total number of victims and significant others served by program, type of crime, type of services provided, race, sex, age, and disability, where such information is voluntarily furnished by those receiving services; and
- b) Staff Information: Number of hours and types of service contributed during the reporting period by paid and volunteer staff.

The Implementing Agency agrees to submit the following information as required by the Authority:

- a) Changes that have been made in the program since receiving the federal funds that will benefit victims of crime;
- b) A short description of how the program has coordinated its activities with other service providers in the community;
- c) A short description of how the program has assisted crime victims in seeking available crime victim compensation benefits;

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- d) Victim statistics, including the total number of victims served by criminal justice status (i.e. reporting/non-reporting, prosecution/non-prosecution);
- e) Staff information, including the number of hours of training received by volunteers and paid staff;
- f) Program information and activities, including the number of hours of training presented, number of hours of public information and education programs presented; and
- g) Number of referrals to/from other agencies.

The Implementing Agency is further required to submit quarterly fiscal reports and to file year-end program financial status reports, the content and form of which will be determined by the Executive Director of the Authority.

The Implementing Agency agrees to report any additional information required by the Executive Director of the Authority.

SECTION 10. MAINTENANCE OF RECORDS

The Implementing Agency agrees to maintain records which document activity reported to the Authority pursuant to Section 9 of this agreement. Such records shall be accessible to the Authority for monitoring purposes no more than 10 days following a request that such records be produced by the Implementing Agency. Inability of the Implementing Agency to produce such records or failure to produce such records shall be cause for suspension or termination of this agreement.

The Implementing Agency agrees to retain financial and program records for a minimum of 3 years after the expiration date of this agreement, or 3 years after closure of Implementing Agency's most recent audit report, whichever is later. The Implementing Agency shall maintain, for this 3-year period, adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with this agreement; the agreement and all books, records, and supporting documents related to the agreement shall be available for review and audit by the Auditor General, federal awarding agency personnel, the Authority, or any person duly authorized by the Authority; and the Implementing Agency agrees to cooperate fully with any audit conducted by the Auditor General, the federal awarding agency, the Authority or any person duly authorized by the Authority, and to provide full access to all relevant materials. Failure to maintain the books, records, and supporting documents required by this Section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under the agreement for which adequate books, records, and supporting documentation are not available to support their purported disbursement.

If any litigation, claim, negotiation, audit, review or other action involving the records has been started before the expiration of the 3-year period, the records must be retained until the completion of the action and resolution of all issues that arise from it or until the end of the regular 3-year period, whichever is later.

SECTION 11. PROCUREMENT REQUIREMENTS, REQUESTS FOR PROPOSALS, CONFLICT OF INTEREST

All procurement transactions shall be conducted by the Implementing Agency in a manner to provide, to the maximum extent practical, open and free competition. The Implementing Agency must use procurement procedures which minimally adhere to standards established by the Illinois Procurement Code (30 ILCS 500) and all applicable executive orders and federal guidelines. The Implementing Agency shall also adhere, and assure that its contractors and subcontractors adhere, to all applicable certification and disclosure requirements of the Illinois

Procurement Code.

The Implementing Agency should follow its established procurement process if it minimally adheres to standards established by the Illinois Procurement Code (30 ILCS 500), applicable federal guidelines, and the following requirements. If the Implementing Agency's established procurement process is less competitive than the following requirements, the following more competitive requirements must be adhered to in lieu of the Implementing Agency's procurement process.

- For procurements of less than \$25,000, the Implementing Agency must solicit quotes or bids from at least three sources.
- For procurements of \$25,000 or more, the Implementing Agency must formally advertise the proposed procurement through an Invitation for Bids (IFB), or a Request for Proposals (RFP) process.

All RFP's of \$25,000 or more, that involve the use of federal or matching funds, must be submitted by the Implementing Agency to the Authority for review and written approval prior to their issuance.

The Implementing Agency agrees to comply with applicable provisions of the Illinois Procurement Code (30 ILCS 500) prohibiting conflicts of interest, and all applicable terms, conditions and provisions of the code are made a part of this agreement the same as though they were incorporated and included herein.

No employee, officer or agent of the Implementing Agency shall participate in the selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved.

SECTION 12. DISCLOSURE OF SOLICITATION FOR EMPLOYMENT

The Implementing Agency shall notify the Authority's Ethics Officer if the Implementing Agency solicits or intends to solicit for employment any of the Authority's employees during any part of the award funding process or during the term of any interagency agreement awarded.

SECTION 13. ELIGIBILITY FOR EMPLOYMENT IN THE UNITED STATES

The Implementing Agency shall complete and keep on file, as appropriate, the Immigration and Naturalization Service Employment Eligibility Form (I-9). This form shall be used by the Implementing Agency to verify that persons employed by the Implementing Agency are eligible to work in the United States.

SECTION 14. INSPECTION AND AUDIT

If required by revised Office of Management and Budget Circular A-133 "Audits of States, Local Governments, and Non-Profit Organizations," the Implementing Agency agrees to provide for an independent audit of its activities in accordance with A-133. Such audits shall be made annually, unless A-133 allows the Implementing Agency to undergo biennial audits. All audits shall be conducted in accordance with Government Auditing Standards, Standards for Audit of Governmental Organizations, Programs, Activities and Functions; the Guidelines for Financial and Compliance Audits of Federally Assisted Programs; any compliance supplements approved by the Office of Management and Budget; and generally accepted auditing standards established by the American Institute of Certified Public Accountants. Copies of all audits must be submitted to the Authority within 30 days of completion.

Known or suspected violations of any law encountered during audits, including fraud, theft, embezzlement, forgery, or other serious irregularities, must be immediately communicated to the Authority and appropriate federal, State, and local law enforcement officials.

The Implementing Agency agrees to develop and maintain a record-keeping system to document all agreement related activities and expenditures. These records will act as the original source material for compilation of the data required in Section 9 and all other program activity.

The Authority shall have access for purposes of monitoring, audit and examination to all relevant books, documents, papers, and records of the Implementing Agency, and to relevant books, documents, papers and records of subcontractors.

SECTION 15. CLOSE-OUT REQUIREMENTS

Within 45 days of the expiration date of this agreement or any approved extension thereof the following documents must be submitted by the Implementing Agency to the Authority: (a) final financial status report; (b) final progress reports; (c) property inventory report; and (d) other documents required by the Authority.

SECTION 16. NATIONAL HISTORIC PRESERVATION ACT COMPLIANCE

If the Implementing Agency is considering renovation work that would alter or otherwise improve the exterior or interior of a structure that will be used to accommodate the grant program, the Implementing Agency shall assist the Authority and Office for Victims of Crime (OVC) in complying with the National Historic Preservation Act (NHPA).

The Implementing Agency must establish and maintain records to determine if the structure is 50 years or older. If any portion of the structure is 50 years or older, the Implementing Agency shall consult with the Illinois Historic Preservation Agency. The Implementing Agency shall amend the proposed renovation work to avoid any potential adverse impact to an historic structure, as determined as a result of the consultation. The Implementing Agency cannot begin the proposed renovation of a structure 50 years or older until the implementing agency receives written approval from the Authority and OVC.

The Implementing Agency acknowledges that this section applies to proposed renovation work whether or not it is being specifically funded with federal grant or matching funds. As long as the proposed renovation is being conducted by the Implementing Agency or any third party to accommodate the use of the federal grant or matching funds, the Implementing Agency must assist the Authority and OVC in complying with the NHPA.

If the records established and maintained by the Implementing Agency clearly document that the structure is less than 50 years old, the Implementing Agency must submit these documents to the Authority to receive approval for being exempt from the NHPA.

SECTION 17. IMPLEMENTING AGENCY COMPLIANCE

The Implementing Agency agrees to comply with all applicable laws, regulations, and guidelines of the State of Illinois, the Federal Government and the Authority in the performance of this agreement, including but not limited to:

- Those laws, regulations and guidelines specified in Sections 19 and 25 of this agreement.
- The provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedures; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and

Activities; Part 42, Non-Discrimination/Equal Employment Opportunity Policies and Procedures; Part 46, Protection of Human Subjects; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Part 67, Governmentwide Debarment and Suspension (Nonprocurement).

- Section 8136 of the Department of Defense Appropriations Act of 1988 (P.L. 100-463, effective October 1, 1988).
- National Environmental Policy Act of 1969, 42 U.S.C. pars. 4321 et seq.
- National Historic Preservation Act of 1966, 16 U.S.C. pars. 470 et seq.
- Flood Disaster Protection Act of 1973, 42 U.S.C. pars 4001 et seq.
- Clean Air Act of 1970, 42 U.S.C. pars. 7401 et seq.
- Clean Water Act, 33 U.S.C. pars. 1368 et seq.; Executive Order 11738; and EPA regulations (40 CFR Part 15).
- Federal Water Pollution Control Act of 1948, as amended, 33 U.S.C. pars. 1251 et seq.
- Safe Drinking Water Act of 1974, 42 U.S.C. pars. 300f et seq.
- Endangered Species Act of 1973, 16 U.S.C. pars. 1531 et seq.
- Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. pars. 1271 et seq.
- Historical and Archeological Data Preservation Act of 1960, as amended, 16 U.S.C. pars. 469 et seq.
- Coastal Zone Management Act of 1972, 16 U.S.C. pars. 1451 et seq.
- Coastal Barrier Resources of 1982, 16 U.S.C. pars. 3501 et seq.
- Indian Self Determination Act, 25 U.S.C. par. 450f.
- Intergovernmental Cooperation Act of 1968, 42 U.S.C. 4201 et seq.
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. pars. 4601 et seq.
- Hatch Political Activity Act of 1940, as amended, 5 U.S.C. pars. 1501 et seq.
- Animal Welfare Act of 1970, 7 U.S.C. pars. 2131 et seq.
- Demonstration Cities and Metropolitan Development Act of 1966, 42 U.S.C. pars. 3301 et seq.
- Federal Fair Labor Standards Act of 1938, as amended, 29 U.S.C. pars. 201 et seq.

SECTION 18. EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

The following requirements apply to for-profit entities, and state, county or other local units of government: If the Implementing Agency has 50 or more employees, is receiving more than \$25,000, either through this agreement or

in aggregate grant funds in any fiscal year, and has a service population with a minority representation of 3 percent or more, the Implementing Agency agrees to formulate, implement and maintain an equal employment opportunity program relating to employment practices affecting minority persons and women. If the Implementing Agency has 50 or more employees, is receiving more than \$25,000, either through this agreement or in aggregate grant funds in any fiscal year, and has a service population with a minority representation of less than 3 percent, the Implementing Agency agrees to formulate, implement and maintain an equal employment opportunity program relating to practices affecting women. If required by this section or Section 19 of this agreement, the Implementing Agency hereby certifies that an equal employment opportunity program will be in effect on or before the effective date of this Agreement. In addition, any Implementing Agency receiving \$500,000 or more through this agreement, or \$1,000,000 or more in aggregate grant funds in an 18 month period, shall submit a copy of its equal employment opportunity plan as directed by the Authority.

SECTION 19. NONDISCRIMINATION

The Implementing Agency certifies that no person shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in connection with any activity funded under this agreement on the basis of race, color, age, religion, national origin, disability, or sex. The Implementing Agency agrees to have written sexual harassment policies which satisfy the requirements set forth in the Illinois Human Rights Act (775 ILCS 5).

The Implementing Agency assures compliance with the following laws, and all associated rules and regulations:

- Non-Discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 U.S.C. 3789(d);
- Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (Federal Register, June 18, 2002, Volume 67, Number 117, Page 41455-41472);
- Title VI of the Civil Rights Act of 1964, as amended;
- Section 504 of the Rehabilitation Act of 1973, as amended;
- The Americans with Disabilities Act, 42 U.S.C. 12101 et seq.;
- Title IX of the Education Amendments of 1972;
- The Age Discrimination Act of 1975;
- The Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, subparts C, D, E, and G;
- The Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39;
- The Illinois Human Rights Act, 775 ILCS 5;
- The Public Works Employment Discrimination Act, 775 ILCS 10;
- The Illinois Environmental Barriers Act, 410 ILCS 25.

All applicable provisions, rules and regulations of these Acts are made a part of this agreement by reference as though set forth fully herein.

In the event that a federal or State court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, age, religion, national origin, disability, or sex against the Implementing Agency, or any subgrantee or contractor of the Implementing Agency, the Implementing Agency will forward a copy of the finding to the Authority. The Authority will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.

The Implementing Agency certifies that it shall not pay any dues or fees on behalf of its employees or agents or subsidize or otherwise reimburse them for payment of their dues or fees to any club which unlawfully discriminates, and that it shall comply with all provisions of the Discriminatory Club Act (775 ILCS 25).

SECTION 20. CONFIDENTIALITY OF INFORMATION

The Implementing Agency agrees not to use or reveal any research or statistical information furnished under this program by any person and identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with this program and all applicable federal guidelines and legislation. Such information shall be immune from legal process and shall not, without the consent of the person furnishing the information, be admitted as evidence or used for any purpose in any action, suit or other judicial, legislative or administrative proceeding.

SECTION 21. ASSIGNMENT

The Implementing Agency shall make no assignment or transfer of this agreement, any subcontracts under this agreement or of any of the monies due hereunder without prior written approval of the Authority. In the event that the Authority approves such an assignment or transfer, the terms and conditions of this agreement shall apply to and bind the party or parties to whom such work is assigned or transferred as fully and completely as the Implementing Agency is bound and obligated.

SECTION 22. SUBCONTRACTING

The use of subcontractors for any work or professional services that involves the use of federal or matching funds is subject to Authority approval. Any work or professional services subcontracted for shall be specified by written contract and subject to all terms and conditions contained in this agreement. If the use of subcontractors is approved by the Authority, the terms and conditions of this agreement shall apply to and bind the party or parties to whom such work is subcontracted as fully and completely as the Implementing Agency is bound and obligated. The Implementing Agency shall make reasonable efforts to assure that all subcontractors adhere to the terms and conditions of this agreement. The Authority shall not be responsible for the performance, acts or omissions of any subcontractor.

Subcontracts of \$25,000 or more, that involve the use of federal or matching funds, must be approved in writing by the Authority prior to their effective dates and execution by the Implementing Agency.

Approval of the use of subcontractors by the Authority does not relieve the Implementing Agency of its obligation to assure performance under this agreement.

SECTION 23. INDEPENDENT CONTRACTOR

The Implementing Agency, in the performance of this agreement, shall act as an independent contractor and not as an agent or employee of the Authority. The Authority shall not be responsible for the performance, acts or omissions of the Implementing Agency. The Implementing Agency shall be liable, and agrees to be liable for, and shall indemnify, defend and hold the Authority harmless for all claims, suits, judgments and damages arising from the performance of this agreement, to the extent permitted by law.

SECTION 24. EXHIBITS

The documents appended are made a part of this agreement, as exhibits. The Implementing Agency shall perform the services subject to this agreement in accordance with all terms, conditions, and provisions set forth in such exhibits.

SECTION 25. TERMINATION OR SUSPENSION OF THE INTERAGENCY AGREEMENT

The Implementing Agency shall operate in conformance with the following State and federal laws and guidelines, currently in effect and hereafter amended, when applicable: the Victims of Crime Act of 1984; Office of Justice Programs, Office for Victims of Crime, Victims of Crime Act Victim Assistance Grant Final Program Guidelines (62 FR 19607, April 22, 1997); the Office of Justice Programs' Financial Guide; Office of Management and Budget Circulars A-21, A-87, A-102, A-110, A-122, and A-133; the Illinois Grant Funds Recovery Act (30 ILCS 705); Illinois Procurement Code (30 ILCS 500); the State Comptroller Act (15 ILCS 405); the U.S. Department of Justice Regulations Governing Criminal History Record Information Systems (28 CFR Part 20.1 et seq.); the U.S. Department of Justice Regulations Governing Confidentiality of Identifiable Research and Statistical Information (28 CFR Part 22.1 et seq.); the U.S. Department of Justice Regulations Governing Governmentwide Debarment and Suspension (28 CFR Part 67.100 et seq.) and the rules of the Authority (20 Ill. Adm. Code 1520 et seq.).

The Executive Director of the Authority, in accordance with the Authority's Operating Procedures for the Administration of Federal Funds, may suspend or terminate performance of this agreement for nonconformance with any State or federal law or regulation, with such guidelines as specified in this section, or with the terms or conditions of this agreement.

SECTION 26. CERTIFICATIONS REGARDING DEBARMENT AND A DRUG-FREE WORKPLACE

As required by the Authority, the Implementing Agency shall complete and submit the Certification Regarding A Drug-Free Workplace and shall certify that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

The Implementing Agency certifies that it has not been barred from contracting with any unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961, as amended.

SECTION 27. CERTIFICATION REGARDING LOBBYING

Federal funds are prohibited from being used for influencing or attempting to influence persons in connection with covered federal transactions, which include the awarding, making, entering into, extension, continuation, renewal, amendment, or modification, of federal grants or contracts. If receiving more than \$100,000 pursuant to this agreement, Implementing Agency agrees to provide a Certification Regarding Lobbying to the Authority and, if applicable, a Disclosure of Lobbying Activities form. If a subcontractor will receive more than \$100,000 in federal funds pursuant to this agreement, Implementing Agency will provide to the Authority a Certification Regarding Lobbying and, if applicable, a Disclosure of Lobbying Activities form signed by the subcontractor. The Implementing Agency must provide these certifications and disclosures as required by the Authority.

SECTION 28. INTERNATIONAL ANTI-BOYCOTT CERTIFICATION

The Implementing Agency certifies that neither it nor any substantially-owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act.

SECTION 29. DRUG FREE WORKPLACE CERTIFICATION

If the Implementing Agency has 25 or more employees and is receiving \$5,000 or more under this agreement, the Implementing Agency certifies that it provides, and will continue to provide, a drug free workplace in accordance with the Drug Free Workplace Act (30 ILCS 580).

The Act requires that no grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or contractor has certified to the State that the grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership, or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division, or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the grantee's or contractor's policy of maintaining a drug free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance program; and
 - (4) the penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of

paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 580/5 of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

SECTION 30. STATEMENTS, PRESS RELEASES, ETC.

When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, the Implementing Agency shall clearly state (1) the percentage of the total cost of the program or project which will be financed with federal money, and (2) the dollar amount of federal funds for the project or program.

SECTION 31. COPYRIGHTS, PATENTS

If this agreement results in a copyright, the Authority and the Office for Victims of Crime reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for government purposes, the work or the copyright to any work developed under this agreement and any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.

If this agreement results in the production of patentable items, patent rights, processes, or inventions, the Implementing Agency shall immediately notify the Authority. The Authority will provide the Implementing Agency with further instruction on whether protection on the item will be sought and how the rights in the item will be allocated and administered in order to protect the public interest, in accordance with federal guidelines.

SECTION 32. PUBLICATIONS

The Implementing Agency shall submit to the Authority for review, a draft of any publication that will be issued by the Implementing Agency describing or resulting from programs or projects funded in whole or in part with federal or matching funds, no later than 60 days prior to its printing.

For publications over 20 pages, the Authority will submit comments to the Implementing Agency no later than 30 days after receipt of the draft. If more than one such publication is submitted, the Authority reserves the right to extend the 30-day review period.

For publications of 20 pages or less, the Authority will submit comments to the Implementing Agency no later than 10 working days after receipt of the draft. If more than one such publication is submitted, the Authority reserves the right to extend the 10-day review period.

The Authority reserves the right to require the resubmission of any publication for additional review and comment, prior to its printing.

The Implementing Agency shall submit to the Authority, copies, the number of which will be specified by the

Authority, of the final publication no later than 20 days prior to release of the final publication.

Exceptions to the above publication requirements may be granted upon prior Authority approval.

Any such publication shall contain the following statement:

"This project was supported by Grant # 2003-VA-GX-0043, awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice, through the Illinois Criminal Justice Information Authority. Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice, or the Illinois Criminal Justice Information Authority."

These publication requirements pertain to any written, visual or sound publication, but are inapplicable to press releases, newsletters and issue analyses.

SECTION 33. FEDERAL TAXPAYER IDENTIFICATION NUMBER

Under penalties of perjury, the Implementing Agency certifies that the name, correct taxpayer identification number, and legal status listed below are correct:

Name: County of McLean on behalf of the McLean County Child Protection Network

Taxpayer Identification Number:

Employer Identification Number 36-6001569

(Enter the name of the entity as used to apply for the entity's EIN and the EIN.)

Legal Status (check one):

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Nonresident Alien |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Tax Exempt/Hospital/Extended Care Facility |
| <input type="checkbox"/> Partnership/Legal Corporation | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corporation |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Medical Corporation |
| <input checked="" type="checkbox"/> Government | <input type="checkbox"/> Pharmacy (non-corporate) |
| <input type="checkbox"/> Estate or Trust | |

SECTION 34. FEDERAL GRANT INFORMATION

By signing this agreement, the Implementing Agency acknowledges that it has been informed of the following information regarding the federal funds received under this agreement:

- Federal Awarding Agency: Office of Justice Programs, Office for Victims of Crime
- Catalog of Federal Domestic Assistance (CFDA) Number and Title: 16.575 Crime Victims Assistance
- Grant Award Name and Number: Crime Victim Assistance Grant Program (2003-VA-GX-0043)
- Grant Award Year: Federal Fiscal Year 2003

ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
Federal and State Grants Unit

SECTION 35. RENEGOTIATION, MODIFICATION, OR AMENDMENT OF THE INTERAGENCY AGREEMENT

No alteration, variation, modification, termination, addition to or waiver of any provisions of this agreement shall be valid or binding unless in writing, and signed by the parties. For purposes of modification of this agreement which do not involve increases or decreases in funding, the signature of one representative of the Implementing Agency is sufficient. The parties agree to renegotiate, modify, or amend this agreement to ensure continued consistency with federal and State laws, and regulations.

SECTION 36. INTEGRATION

This document and the exhibits, amendments, and items incorporated by reference constitute the entire agreement between the parties pertaining to the subject matter of this agreement and supersede all prior and contemporaneous agreements and understandings of the parties, oral or written, which are not fully expressed herein. No alleged covenant, representation, or condition not expressed in this agreement shall affect or be effective to interpret, change or restrict the express provisions of this agreement.

SECTION 37. SEVERABILITY

If any term or provision of this agreement is held invalid, unenforceable, voidable or void, that term or provision shall not affect the other terms or provisions of this agreement which can be given effect without the invalid term or provision.

SECTION 38. CERTIFICATION TO ALLOWABLE SERVICES, ACTIVITIES, AND COSTS

Implementing Agency certifies that it, and its subcontractors, shall use VOCA and match funds for only allowable services, activities and costs, as described in the Victims of Crime Act Crime Victims Assistance Program Guidelines; Section E. Services, Activities, and Costs at the Subrecipient Level.

Implementing Agency certifies that it, and its subcontractors, shall not use VOCA or match funds to pay for presentations given by VOCA or match funded personnel, unless the following conditions are adhered to. A small portion of a VOCA or match funded staff person's time may be used to give presentations to groups provided the primary purpose of the presentation is to inform people about the VOCA funded project and available services. These presentations should serve as a means of reaching the project's target population either through outreach to individual crime victims or through agencies that typically have contact with the target population.

- VOCA or match funded staff time, not to exceed an average of 4 hours per month, may be used to provide public presentations to community groups and schools provided the primary purpose of the presentation is to inform people about the VOCA funded project and available services.
- VOCA or match funded staff time, not to exceed an average of 10 hours per month, may be used to provide public presentations to criminal justice personnel and medical service providers provided the primary purpose of the presentation is to inform people about the VOCA funded project and available services.

SECTION 39. EQUIPMENT REQUIREMENTS

If, for an item of equipment described in Exhibit B to be funded with either federal or matching funds, the Implementing Agency does not have a purchase order dated within 90 days after the start date of the agreement, the Implementing Agency shall submit a letter to the Authority explaining the delay in the purchase of equipment. The Authority may, in its discretion:

- A. Reduce the amount of federal funding;
- B. Cancel this agreement;
- C. Allow the Implementing Agency to reallocate the federal or matching funds that were allocated for such equipment to other allowable, Authority approved costs; or
- D. Extend the period to purchase this equipment past the 90-day period.

SECTION 39.5 SPECIAL CONDITIONS

Implementing Agency certifies that it shall comply with the terms of the Office for Victims of Crime memo regarding CASA programs.

- The coordinator shall only provide supervising and training of volunteers providing services to children who are victims of crime.

SECTION 40. ACCEPTANCE

The terms of this interagency agreement are hereby accepted and executed by the proper officers and officials of the parties hereto:

Lori G. Levin
Executive Director
Illinois Criminal Justice Information Authority
Date

Michael Sweeney
Board Chairman
McLean County
Date

Becky McNeil
Treasurer
McLean County
Date

ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
Federal and State Grants Unit


Billie Larkin

Billie Larkin
Executive Director
McLean County Child Protection Network

9-25-03
Date

McLean County Children's Advocacy Center Monthly Statistics

August 2003

|  | 2002 1st INTERVIEW MONTH/YTD STATS | 1st. INTERVIEW 2003 | Juv. SUSPECT INTERVIEW 2003 | SIB/WITNESS INTERVIEW 2003 | 2ND INTERVIEW 2003 | OUT OF COUNTY INTERVIEW | TOTAL MONTHLY INTERVIEWS | YTD TOTALS |
|--|---|---------------------------|-----------------------------------|----------------------------------|--------------------------|----------------------------|-----------------------------|---------------|
| JANUARY | 12/12 | 8/8 | 0 | 2 | 1 | 1 | 12 | 12 |
| FEBRUARY | 13/25 | 8/16 | 1 | 2 | 1 | 4 | 16 | 28 |
| MARCH | 13/38 | 15/31 | 0 | 7 | 1 | 1 | 24 | 52 |
| APRIL | 13/51 | 6/37 | 0 | 4 | 1 | 2 | 13 | 65 |
| MAY | 16/67 | 9/46 | 1 | 1 | 1 | 1 | 13 | 78 |
| JUNE | 16/83 | 12/58 | 0 | 2 | 0 | 0 | 14 | 92 |
| JULY | 14/97 | 12/70 | 1 | 7 | 0 | 0 | 20 | 112 |
| AUGUST | 10/107 | 7/77 | 0 | 2 | 0 | 1 | 10 | 122 |
| SEPTEMBER | 14/121 | | | | | | | |
| OCTOBER | 13/134 | | | | | | | |
| NOVEMBER | 11/145 | | | | | | | |
| DECEMBER | 14/159 | | | | | | | |
| YEAR TO DATE TOTALS | 159 | 77 | 3 | 27 | 5 | 10 | 122 | 122 |

CASA Statistics
Month of August, 2003

| | Current Month | YTD |
|---------------------------------|----------------------|------------|
| New Cases Assigned | 4 | 33 |
| Cases Awaiting Assignment | 5 | 9 |
| Cases Closed | 1 | 17 |
| Children Awaiting Assignment | 4 | 37 |
| Children Currently Served | 7 | 234 |
| Total Number of CASA's Assigned | 4 | 131 |
| Resigned CASA's | 1 | 10 |
| Reports Filed | 22 | 193 |
| Court Hearings Attended | 26 | 248 |

CASA Program Updates:

We had an In-Service for the Volunteers on August 29th. Our speakers were the staff of "For Children's Sake". They work with the children that are victims of domestic violence. This was a great In-service for the volunteers, as many of our cases have domestic violence in them. We have assigned 4 volunteers this month, serving 7 additional children. We continue to have cases waiting for the volunteers, but won't have any new volunteers until the next class begins in the fall. We are anticipating a fall class of 11-15 individuals and have begun the screening process for the new volunteers.

The CASA office has been seeking funding from other sources, for this funding year. One of our volunteers won a 250.00 dollar award from Heartland Bank's Helping Hands Foundation this month. The volunteer will donate this money back to the CASA program. There will soon be a feature article in the Pantagraph.

An EMERGENCY APPROPRIATION Ordinance
Amending the McLean County Fiscal Year 2003
Combined Annual Appropriation and Budget Ordinance
Metro McLean County Centralized Communications Center Fund 0452
MetCom Department 0030

WHEREAS, the McLean County Board, on November 19, 2002, adopted the Combined Annual Appropriation and Budget Ordinance, which sets forth the revenues and expenditures deemed necessary to meet and defray all legal liabilities and expenditures to be incurred by and against the County of McLean for the 2003 Fiscal Year beginning January 1, 2003 and ending December 31, 2003; and,

WHEREAS, the Combined Annual Appropriation and Budget Ordinance includes the operating budget for the Metro McLean County Centralized Communications Center Fund 0452; and,

WHEREAS, the unanticipated need for an additional Server and Workstation for the TriTech Computer Assisted Dispatch system requires a hardware expense of \$62,499.00 and an expense of \$12,941.00 for a necessary TriTech maintenance contract; and,

WHEREAS, the MetCom Operations Board at its regular meeting of September 12, 2003 voted to recommend approval of a request to appropriate \$75,440.00 from MetCom's unappropriated fund balance to acquire a Server, Workstation and TriTech maintenance contract;

WHEREAS, the Justice Committee, at its regular meeting on October 6, 2003, recommended to the County Board approval of the request received from MetCom to amend the fiscal year 2003 adopted budget for MetCom to add sufficient funds for the above-described purchases to the Computer Equipment Purchase line-item accounts by appropriating the same amounts from the unappropriated fund balance of Fund 0452; now, therefore,

BE IT ORDAINED by the McLean County Board as follows:

1. That the County Treasurer is directed to make an Emergency Appropriation from the unappropriated fund balance of the MetCom Fund 0452 in the amount of \$75,440.00 and to amend the Fiscal Year 2003 Combined Annual Appropriation and Budget Ordinance as follows:

| | <u>ADOPTED</u> | <u>ADD</u> | <u>AMENDED</u> |
|--|----------------|--------------|----------------|
| MMCCC Unappropriated Fund Balance 0452-0030-0090-0400.0000 | \$ 0 | \$ 75,440.00 | \$ 75,440.00 |

2. That the County Auditor is directed to amend the Fiscal Year 2003 Combined Annual Appropriation and Budget Ordinance by adding the following line-item appropriation in the Metro McLean County Centralized Communications Fund 0452, MetCom Department 0030:

| | <u>ADOPTED</u> | <u>ADD</u> | <u>AMENDED</u> |
|--|----------------|--------------|----------------|
| MMCCC Computer Equipment Purchase 0452-0030-0090-0833.0002 | \$ 0 | \$ 62,499.00 | \$ 62,499.00 |

(2)

| | | | |
|--|------|--------------|--------------|
| MCCC Software Maintenance Contract 0452-0030-0090-750.0005 | \$ 0 | \$ 12,941.00 | \$ 12,941.00 |
| TOTAL: | | \$ 75,440.00 | \$ 75,440.00 |

2. That the County Clerk shall provide a Certified Copy of this Ordinance to the County Auditor, County Treasurer, Director of MetCom and the County Administrator.

ADOPTED by the McLean County Board this 21st day of October 2003.

ATTEST:

APPROVED:

Peggy Ann Milton, Clerk of the County Board
McLean County, Illinois

Michael F. Sweeney, Chairman
McLean County Board

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**An EMERGENCY APPROPRIATION Ordinance
Amending the McLean County Fiscal Year 2003
Combined Annual Appropriation and Budget Ordinance
General Fund 0001, ESDA Department 0047**

WHEREAS, the McLean County Board, on November 19, 2002, adopted the Combined Annual Appropriation and Budget Ordinance, which sets forth the revenues and expenditures deemed necessary to meet and defray all legal liabilities and expenditures to be incurred by and against the County of McLean for the 2003 Fiscal Year beginning January 1, 2003 and ending December 31, 2003; and,

WHEREAS, the Combined Annual Appropriation and Budget Ordinance includes the operating budget for the General Fund 0001, ESDA Department 0047; and,

WHEREAS, the ESDA Department was awarded a grant in the amount of \$22,800.00 from the Illinois Emergency Management Agency (the "IEMA") for Local Emergency Operations Planning; and,

WHEREAS, the grant received from IEMA is to be used to purchase computer software and fund departmental overtime related to emergency planning; and,

WHEREAS, the Justice Committee, on Monday, October 6, 2003, approved and recommended acceptance of the grant to the County Board and recommended approval of an Emergency Appropriation Ordinance to recognize the receipt and expenditure of the grant funds received from IEMA; now therefore,

BE IT ORDAINED by the McLean County Board as follows:

1. That the County Treasurer is directed to add to the appropriated budget of the General Fund 0001, ESDA Department 0047 the following revenue:

| | <u>ADOPTED</u> | <u>GRANT AMOUNT</u> | <u>AMENDED BUDGET</u> |
|--------------------------|----------------|-------------------------|---------------------------|
| ESDA Grant | | | |
| 0001-0047-0052-0407.0035 | \$ 41,300.00 | \$ 22,800.00 | \$ 64,100.00 |

2. That the County Auditor is directed to add to the appropriated budget of the General Fund 0001, ESDA Department 0047 the following appropriation:

| | | | |
|--------------------------|-------------|--------------|--------------|
| Overtime Pay | | | |
| 0001-0047-0052-0526.0001 | \$ 2,000.00 | \$ 16,700.00 | \$ 18,700.00 |

(2)

| | | | | |
|--------------------------|-----------|--------------------|-------------|--|
| Office Supplies | | | | |
| 0001-0047-0052-0601.0001 | \$ 700.00 | \$ 1,100.00 | \$ 1,800.00 | |
| Copy/Microfilm | | | | |
| 0001-0047-0052-0621.0001 | \$ 500.00 | \$ 2,500.00 | \$ 3,000.00 | |
| Software | | | | |
| 0001-0047-0052-0833.0004 | \$ 00.00 | <u>\$ 2,500.00</u> | \$ 2,500.00 | |
| TOTAL | | \$22,800.00 | | |

3. That the County Clerk shall provide a certified copy of this ordinance to the County Administrator, County Auditor, County Treasurer, and the Director of the ESDA Department.

ADOPTED by the County Board of McLean County this 21st day of October, 2003.

ATTEST:

APPROVED:

Peggy Ann Milton, Clerk of the County Board,
McLean County, Illinois

Michael F. Sweeney, Chairman
McLean County Board

e:john/cobd/iemaleopgrat.octo3

ASSET FORFEITURE FUND

STATEMENT OF REVENUE, EXPENDITURES AND FUND BALANCE

September 29, 2003

STATE'S ATTORNEY:

| | |
|---|-----------------|
| Beginning Balance 01/01/2003 | \$ -49,196.06 |
| (Reflects \$80,000 transfer to General Fund 12/31/02) | |
| Revenue | <u>3,211.24</u> |
| Total Funds Available | \$ -45,984.82 |
| Expenditures | <u>1,328.66</u> |
| Fund Balance 09/25/03 | \$ -47,313.48 |

SHERIFF:

| | |
|------------------------------|-----------------|
| Beginning Balance 01/01/2003 | \$ 45,759.23 |
| Revenue | <u>8,143.60</u> |
| Total Funds Available | \$ 53,902.83 |
| Expenditures | <u>2,725.00</u> |
| Fund Balance 09/25/03 | \$ 51,177.83 |

TOTAL FUND BALANCE- September 25, 2003 \$ 3,864.35

McLean County State's Attorney's Office 2003 Case Load Report

Jan. Feb. Mar. April May June July Aug. Sept. Oct. Nov. Dec. **2003 YTD** **2002 YTD** **2003 Total Projected**

CRIMINAL

| | | | | | | | | | | | | | | | | |
|------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--|--|--|---------------|---------------|---------------|---------------|
| Felony | 105 | 74 | 143 | 92 | 92 | 99 | 104 | 122 | 122 | | | | 953 | 1190 | 1,539 | 1,293 |
| Misdemeanor | 150 | 138 | 167 | 146 | 208 | 212 | 126 | 253 | 153 | | | | 1553 | 1761 | 2,355 | 2,107 |
| Asset Forfeiture | 6 | 12 | 3 | 3 | 15 | 4 | 5 | 15 | 5 | | | | 68 | 74 | 98 | 92 |
| Family Totals | 34 | 56 | 53 | 38 | 39 | 39 | 42 | 61 | 39 | | | | 401 | 326 | 425 | 554 |
| Family | 18 | 45 | 40 | 21 | 19 | 24 | 30 | 44 | 30 | | | | 271 | 184 | 248 | 367 |
| Order of Protection | 16 | 11 | 13 | 17 | 20 | 15 | 12 | 17 | 9 | | | | 130 | 142 | 177 | 176 |
| Juvenile Totals | 19 | 20 | 18 | 11 | 21 | 13 | 13 | 10 | 25 | | | | 156 | 216 | 268 | 223 |
| Juvenile | 2 | 1 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | | | | 6 | 17 | 21 | 8 |
| Juvenile Abuse | 4 | 8 | 9 | 6 | 9 | 9 | 7 | 7 | 13 | | | | 72 | 70 | 86 | 97 |
| Juvenile Delinquency | 13 | 11 | 9 | 3 | 12 | 3 | 6 | 9 | 12 | | | | 78 | 129 | 161 | 105 |
| Traffic Totals | 1,957 | 2,509 | 3,027 | 2,298 | 2,154 | 3,260 | 2,412 | 2,629 | 2,322 | | | | 22,523 | 23,119 | 29,629 | 30,560 |
| Traffic | 1,904 | 2,460 | 2,946 | 2,243 | 2,097 | 3,166 | 2,342 | 2,566 | 2,253 | | | | 21,932 | 22,475 | 28,746 | 29,759 |
| DUI Traffic | 53 | 49 | 81 | 55 | 57 | 94 | 70 | 63 | 69 | | | | 591 | 644 | 883 | 801 |

CHILD SUPPORT

| | | | | | | | | | | | | | | | | |
|--------------------------------------|----|----|----|----|-----|----|----|----|----|--|--|--|-----|-----|-----|-----|
| Paternity cases filed | 6 | 5 | 16 | 3 | 7 | 14 | 10 | 17 | 10 | | | | 88 | 52 | 70 | 119 |
| Paternity cases established | 4 | 6 | 8 | 3 | 5 | 2 | 7 | 6 | 3 | | | | 44 | 35 | 55 | 59 |
| Paternities excluded | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | | | | 2 | 8 | 10 | 3 |
| Support Orders entered | 51 | 50 | 42 | 30 | 51 | 21 | 34 | 32 | 35 | | | | 346 | 260 | 370 | 469 |
| Modification proceedings filed | 8 | 18 | 14 | 40 | 23 | 17 | 13 | 12 | 19 | | | | 164 | 184 | 304 | 222 |
| Modification proceedings adjudicated | 28 | 26 | 16 | 5 | 15 | 12 | 12 | 26 | 10 | | | | 130 | 124 | 184 | 176 |
| Enforcement actions filed | 16 | 24 | 44 | 43 | 25 | 22 | 24 | 46 | 22 | | | | 266 | 251 | 391 | 360 |
| Enforcement actions adjudicated | 27 | 32 | 36 | 34 | 48 | 21 | 60 | 76 | 33 | | | | 367 | 494 | 648 | 497 |
| Hearings set before Hearing Officer | 81 | 77 | 66 | 37 | 100 | 64 | 72 | 67 | 35 | | | | 599 | 458 | 611 | 812 |
| Orders prepared by Hearing Officer | 54 | 52 | 54 | 29 | 86 | 54 | 63 | 64 | 28 | | | | 484 | 307 | 432 | 656 |

2003 Projected = (2003 YTD/Day of Year) x 365 Days

n/c= not calculable

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Jury Commission 0018

Pages: 55 -- 56

| CATEGORY | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|-------------------------|-------------------|-------------------|-------------------------------|-----------------------|----------------------------|
| Revenue | \$ - | \$ - | \$ - | \$ - | N/A |
| Salaries | \$ 64,588 | \$ 67,132 | \$ 69,983 | \$ 2,851 | 4.25% |
| Fringe Benefits | \$ 2,300 | \$ 2,550 | \$ 2,800 | \$ 250 | 9.80% |
| Materials & Supplies | \$ 15,308 | \$ 13,635 | \$ 13,835 | \$ 200 | 1.47% |
| Contractual | \$ 8,374 | \$ 8,420 | \$ 9,020 | \$ 600 | 7.13% |
| Capital Outlay | \$ 2,192 | \$ 1,192 | \$ - | \$ (1,192) | -100.00% |
| Other | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL: | \$ 92,762 | \$ 92,929 | \$ 95,638 | \$ 2,709 | 2.92% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Jury Commission 0018

Highlights of the Recommended Budget:

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

718.0001 Schooling & Conferences: This line item account has decreased from \$1,600 in the FY'2003 Adopted Budget to \$1,100 in the FY'2004 Recommended Budget. This decrease is based on the anticipated schooling and conference expenses planned for FY'2004 by the Jury Commission Coordinator.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund: | Children's Advocacy Center 0129 | Department: | Children's Advocacy Center 0062 | Pages: | 204 -- 207 |
|----------------------|---------------------------------|-------------------|---------------------------------|--------------------|-------------------------|
| CATEGORY | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue | \$ 389,462 | \$ 452,334 | \$ 458,213 | \$ 5,879 | 1.30% |
| Salaries | \$ 252,820 | \$ 316,963 | \$ 317,460 | \$ 497 | 0.16% |
| Fringe Benefits | \$ 36,508 | \$ 50,942 | \$ 55,596 | \$ 4,654 | 9.14% |
| Materials & Supplies | \$ 16,600 | \$ 9,875 | \$ 9,375 | \$ (500) | -5.06% |
| Contractual | \$ 81,994 | \$ 73,114 | \$ 74,342 | \$ 1,228 | 1.68% |
| Capital Outlay | \$ 1,540 | \$ 1,440 | \$ 1,440 | \$ - | 0.00% |
| Other | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL: | \$ 389,462 | \$ 452,334 | \$ 458,213 | \$ 5,879 | 1.30% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Children's Advocacy Center 0129

Department: Children's Advocacy Center 0062

Highlights of the Recommended Budget:

REVENUE:

401.0001 General Property Taxes: This line item account has increased from \$102,587 in the FY'2003 Adopted Budget to \$108,943 in the FY'2004 Recommended Budget. The Children's Advocacy Center is permitted by law to levy a property tax in an amount not to exceed a tax rate of \$0.0400 per \$100 of equalized assessed valuation.

407.0087 Illinois Criminal Justice Information Authority: This line item account is budgeted at \$120,588 in the FY'2004 Recommended Budget, the same amount of funding as in the FY'2003 Adopted Budget. This line item accounts for the grant funding to be received from the Illinois Criminal Justice Information Authority.

407.0088 DCFS - Child Welfare: This line item account has been budgeted at \$135,875 in the FY'2004 Recommended Budget, the same amount of funding as in the FY'2003 Adopted Budget. This line item accounts for the grant funding to be received from the Illinois Department of Children and Family Services.

410.0101 Child Protection Network: This line item account has decreased from \$93,264 in the FY'2003 Adopted Budget to \$92,807 in the FY'2004 Recommended Budget. This reflects the proposed grant funding to be received from the Child Protection Network.

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EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget changes the staffing level by deleting the following position:

0.50 FTE Office Support Specialist II

The Full-Time Equivalent Staffing decreases from 10.00 FTE's in the FY'2003 Adopted Budget to 9.50 FTE's in the FY'2004 Recommended Budget.

Materials and Supplies:

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

628.0001 Copy/Microfilm Expenses: This line item account has decreased from \$2,500 in the FY'2003 Adopted Budget to \$2,000 in the FY'2004 Recommended Budget. This decrease 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.

Contractual Services:

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

793.0001 Travel Expense: This line item account has increased from \$4,000 in the FY'2003 Adopted Budget to \$5,000 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.

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Capital Outlay:

833.0002 Purchase of Computer Equipment: This line item account includes funding for the following capital expense:
purchase of PC workstation.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

Fund: General 0001 Department: Circuit Clerk 0015

Pages: 34 -- 38

| CATEGORY | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|---------------------|---------------------|----------------------------|--------------------|-------------------------|
| Revenue | \$ 2,126,626 | \$ 2,270,826 | \$ 2,662,089 | \$ 391,263 | 17.23% |
| Salaries | \$ 1,381,184 | \$ 1,439,051 | \$ 1,524,764 | \$ 85,713 | 5.96% |
| Fringe Benefits | \$ 102,455 | \$ 113,591 | \$ 128,800 | \$ 15,209 | 13.39% |
| Materials & Supplies | \$ 91,275 | \$ 90,500 | \$ 91,850 | \$ 1,350 | 1.49% |
| Contractual | \$ 39,709 | \$ 40,880 | \$ 39,768 | \$ (1,112) | -2.72% |
| Capital Outlay | \$ 11,000 | \$ 11,000 | \$ 8,600 | \$ (2,400) | -21.82% |
| Other | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL: | \$ 1,625,623 | \$ 1,695,022 | \$ 1,793,782 | \$ 98,760 | 5.83% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Circuit Clerk 0015

Highlights of the Recommended Budget:

REVENUE:

410.0003 Traffic/Criminal Fines: This revenue line item has increased from \$670,000 in the FY'2003 Adopted Budget to \$751,000 in the FY'2004 Recommended Budget. This increase is based on the proposed Circuit Clerk Fee Ordinance, which, pursuant to State law, permits the County Board to raise certain fees assessed by the Circuit Clerk's Office. The fees in the Circuit Clerk's Office have not been increased since 1977. Public Act 093-0039 and Public Act 093-0558 set forth the new maximum statutory rates for certain fees assessed by the Circuit Clerk's Office.

410.0012 County Fines: This revenue line item has decreased from \$1,000,000 in the FY'2003 Adopted Budget to \$900,000 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

410.0021 Civil Fees: This revenue line item account has increased from \$225,000 in the FY'2003 Adopted Budget to \$670,000 in the FY'2004 Recommended Budget. This increase is based on the proposed Circuit Clerk Fee Ordinance, which, pursuant to State law, permits the County Board to raise certain fees assessed by the Circuit Clerk's Office. The fees in the Circuit Clerk's Office have not been increased since 1977. Public Act 093-0039 and Public Act 093-0558 set forth the new maximum statutory rates for certain fees assessed by the Circuit Clerk's Office.

410.0052 Court System Fees: This revenue line item has decreased from \$282,500 in the FY'2003 Adopted Budget to \$245,000 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

(2)

410.0054 Traffic/Criminal Conv.: This revenue line item has decreased from \$7,000 in the FY'2003 Adopted Budget to \$6,250 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

410.0067 Trauma Fee Administrative Fee: This revenue line item has increased from \$3,750 in the FY'2003 Adopted Budget to \$4,000 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.

415.0001 Interest on Investments: This revenue line item has decreased from \$25,000 in the FY'2003 Adopted Budget to \$18,000 in the FY'2004 Recommended Budget. This decrease is based on the continuing decline in the interest rate paid by financial institutions on certificates of deposit and other short-term investments.

450.0011 Transfer from Other Funds: This revenue line item account has increased from \$37,526 in the FY'2003 Adopted Budget to \$42,589 in the FY'2004 Recommended Budget. This Transfer from Other Funds comes from two of the Circuit Clerk's fee supported funds. A transfer from the Circuit Clerk's Court Automation Fund covers one-half of the salary expense for a Data Team Leader. A transfer from the Circuit Clerk's Court Document Storage Fund covers 100% of the salary expense for an Office Support Specialist I position.

EXPENDITURES:

Personnel:

The FY'2004 Recommended Budget proposes an increase in the number of hours allocated to the part-time Courtroom Clerks. Beginning January 1, 2004, the Circuit Court plans to have 12 sitting judges hearing cases in McLean County. This will require that one additional courtroom be staffed with a Courtroom Clerk five days per week. The increase in hours allocated to the part-time Courtroom Clerks increases the Part Time Employee line-item account by \$18,525.00.

Materials and Supplies:

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

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620.0001 Office Supplies: This line item account has increased from \$14,050 in the FY'2003 Adopted Budget to \$15,000 in the FY'2004 Recommended Budget. This increase is attributable to the increased usage of office supplies in the Office. This line item covers the office and computer supplies for the entire Office. 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.

Contractual:

All Contractual line item accounts in the FY'2003 Recommended Budget have been budgeted at the same level or less as in the FY'2002 Adopted Budget with the following exception:

706.0001 Contract Services: This line item account has increased from \$15,600 in the FY'2003 Adopted Budget to \$15,750 in the FY'2004 Recommended Budget. This line item account includes the following contracts: Loomis Armored Car; Mail Deposit; and Neville House Domestic Violence contract.

750.0001 Equipment Maintenance Contract: This line-item account has decreased from \$5,500 in the FY'2003 Adopted Budget to \$5,000 in the FY'2004 Recommended Budget. This line item account covers the cost of the annual maintenance contract agreements for the copiers and other office equipment.

782.0003 Bank Service Charge: This line item account has decreased from \$250 in the FY'2003 Adopted Budget to \$100 in the FY'2004 Recommended Budget. This decrease is based on a review of last year's actual expenses and the year to date expense, as of the date the Recommended Budget was prepared.

Capital Outlay:

832.0002 Lease/Purchase Office Equipment: This line-item account includes funding for the lease/purchase agreement on the following capital equipment: 4 Savin Copiers.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY | Fund: | Circuit Clerk Court Automation 0140 | Department: | Circuit Clerk 0015 | Pages: | 39 -- 41 |
|-------------------------|-------|--|-------------------|-------------------------------|-----------------------|----------------------------|
| | | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue | | \$ 240,347 | \$ 209,500 | \$ 232,341 | \$ 22,841 | 10.90% |
| Salaries | | \$ - | \$ - | \$ - | \$ - | N/A |
| Fringe Benefits | | \$ - | \$ - | \$ - | \$ - | N/A |
| Materials & Supplies | | \$ 1,000 | \$ 2,500 | \$ 2,500 | \$ - | 0.00% |
| Contractual | | \$ 79,043 | \$ 71,547 | \$ 71,568 | \$ 21 | 0.03% |
| Capital Outlay | | \$ 95,633 | \$ 86,000 | \$ 86,000 | \$ - | 0.00% |
| Other | | \$ 64,671 | \$ 49,453 | \$ 72,273 | \$ 22,820 | 46.14% |
| TOTAL: | | \$ 240,347 | \$ 209,500 | \$ 232,341 | \$ 22,841 | 10.90% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Circuit Clerk Court Automation Fund 0140 Department: Circuit Clerk - Court Automation 0015

Highlights of the Recommended Budget:

The Circuit Clerk's Court Automation Fund was established pursuant to Illinois law. This Special Revenue Fund was established to assist the Circuit Court and the Circuit Clerk's Office to automate their respective offices. Through the collection of a Court Automation fee, the Circuit Court and the Circuit Clerk's Office have available funds which can be used to purchase operating supplies, contract for services, purchase capital equipment, and fund staff in Information Services. As a Special Revenue Fund, the fund must be balanced within the fund.

REVENUE:

410.0088 Automation Fee: This revenue line item account is budgeted at \$180,000 in the FY2004 Recommended Budget. This is based on a review and analysis of the year to date revenue, as of the date the Recommended Budget was prepared.

400.0000 Unappropriated Fund Balance: This revenue line item account is budgeted at \$52,341 in the FY2004 Recommended Budget. As of December 31, 2002, the outside auditor's Comprehensive Annual Financial Report listed the Fund Balance as \$401,470.00.

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EXPENDITURES:

Materials and Supplies:

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

Contractual Services:

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

706.0001 Contract Services: This line item account is budgeted at \$60,000 in the FY'2004 Recommended Budget. This line item account provides partial funding for the analysis and development of the Civil Case Management phase of the Integrated Justice Information System project.

Capital Outlay:

833.0002 Purchase of Computer Equipment: This line-item account includes funds to purchase the following capital equipment: replace 1/3 of the IJS PC's for staff in the Circuit Clerk's office, purchase IJS laser printers, and purchase new laptop computers for the Judges.

Other:

999.0001 Interfund Transfer: This line item has been increased from \$49,453 in the FY'2003 Adopted Budget to \$72,273 in the FY'2004 Recommended Budget. This line item covers a percentage of the salary expense for staff in Information Services, who maintain and support the IJS application for the Circuit Clerk's Office. This line item account also includes 0.50 FTE salary expense and employee benefit expense for the Traffic Data Entry Team Leader in the Circuit Clerk's Office.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund: | Circuit Clerk Court Document Storage 0142 | Department: Circuit Clerk 0015 | Pages: 41 -- 43 | | |
|-------------------------|--|--------------------------------|-------------------------------|-----------------------|----------------------------|
| CATEGORY | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue | \$ 201,736 | \$ 206,088 | \$ 215,311 | \$ 9,223 | 4.48% |
| Salaries | \$ 28,184 | \$ 28,912 | \$ 20,361 | \$ (8,551) | -29.58% |
| Fringe Benefits | \$ 3,340 | \$ 1,347 | \$ - | \$ (1,347) | -100.00% |
| Materials & Supplies | \$ 52,750 | \$ 38,000 | \$ 38,000 | \$ - | 0.00% |
| Contractual | \$ 88,938 | \$ 102,979 | \$ 102,993 | \$ 14 | 0.01% |
| Capital Outlay | \$ 2,500 | \$ 7,500 | \$ 25,500 | \$ 18,000 | 240.00% |
| Other | \$ 26,024 | \$ 27,350 | \$ 28,457 | \$ 1,107 | 4.05% |
| TOTAL: | \$ 201,736 | \$ 206,088 | \$ 215,311 | \$ 9,223 | 4.48% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Court Document Storage Fund 0142 Department: Circuit Clerk - Court Document Storage 0015

Highlights of the Recommended Budget:

The Circuit Clerk's Court Document Storage Fund was established pursuant to Illinois law. This Special Revenue Fund was established to assist the Circuit Clerk's Office to maintain and store Court records and documents. Through the collection of a Court Document Storage fee, the Circuit Clerk's Office has available funds which can be used to purchase operating supplies, contract for services, purchase capital equipment, and reimburse expenses incurred by the Records Management staff of Information Services. As a Special Revenue Fund, the fund must be balanced within the Fund.

REVENUE:

410.0089 Court Document Storage Fee: This revenue line item account has been budgeted at \$180,000 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.

400.0000 Unappropriated Fund Balance: This revenue line item account is budgeted at \$35,311 in the FY'2004 Recommended Budget. As of December 31, 2002, the outside auditor's Comprehensive Annual Financial Report listed the Fund Balance as \$600,168.00.

EXPENDITURES:

Personnel:

The Occasional/Seasonal Employee line item account has decreased from \$28,912 in the FY'2003 Adopted Budget to

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\$20,361 in the FY'2004 Recommended Budget. This line item account is used by the Circuit Clerk to hire summer help to cover for vacations and to enter/maintain/retrieve information in the Court Record file.

Materials and Supplies:

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

621.0001 Operational Supplies: This line item account is budgeted at \$37,500 in the FY'2004 Recommended Budget. The following operational supplies are purchased by the Circuit Clerk's Office: Criminal Case Binders; Traffic Jackets with Color Coded Numbers; Ordinance and Conservation Jackets with Color Coded Numbers; DUI Case Binders, and file jackets.

Contractual:

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

706.0001 Contract Services: This line item account is budgeted at \$40,000 in the FY'2004 Recommended Budget. This line item account is used to partially fund the design and development of the IJIS for the Circuit Clerk's Office.

711.0001 Microfilming Services: This line item account is budgeted at \$40,000 in the FY'2004 Recommended Budget. This line item account pays for the microfilming services that are now being provided by an outside contractor.

Capital Outlay:

832.0001 Purchase of Furnishings/Office Equipment: This line item account includes funding for the purchase of the following capital equipment: purchase of additional shelving units or roller racks for record and document storage.

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Other:

999.0001 Interfund Transfer: This interfund transfer line item account covers the cost of 1.0 FTE Office Support Specialist I position.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY | Fund: Circuit Clerk Child Support Collection 0143 | | Department: Circuit Clerk 0015 | | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|----------------------|---|-------------------|--------------------------------|-------------------|-------------------------------|-----------------------|----------------------------|
| | FY 2002 BUDGET | FY 2003 BUDGET | FY 2002 BUDGET | FY 2003 BUDGET | | | |
| Revenue | \$ 54,500 | \$ 55,000 | \$ 55,295 | \$ 55,295 | \$ 295 | 0.54% | |
| Salaries | \$ 40,646 | \$ 39,834 | \$ 40,992 | \$ 40,992 | \$ 1,158 | 2.91% | |
| Fringe Benefits | \$ 5,054 | \$ 8,419 | \$ 9,795 | \$ 9,795 | \$ 1,376 | 16.34% | |
| Materials & Supplies | \$ 6,000 | \$ 4,500 | \$ 2,650 | \$ 2,650 | \$ (1,850) | -41.11% | |
| Contractual | \$ 2,800 | \$ 2,050 | \$ 1,858 | \$ 1,858 | \$ (192) | -9.37% | |
| Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ - | - | |
| Other | \$ - | \$ 197 | \$ - | \$ - | \$ (197) | -100.00% | |
| TOTAL: | \$ 54,500 | \$ 55,000 | \$ 55,295 | \$ 55,295 | \$ 295 | 0.54% | |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Child Support Collection Fund 0143 Department: Circuit Clerk - Child Support Collection 0015

Highlights of the Recommended Budget:

The Circuit Clerk's Child Support Collection Fund was established pursuant to Illinois law. This Special Revenue Fund was established to assist the Circuit Clerk's Office to collect and remit child support payments pursuant to the order of the Circuit Court. Through the collection of a Child Support Enforcement fee, the Circuit Clerk's Office has available funds which can be used to pay personnel expenses, purchase operating supplies, contract for services, and purchase capital equipment. As a Special Revenue Fund, the fund must be balanced within the Fund.

REVENUE:

410.0093 Child Support Enforcement Fee: This revenue line item account is budgeted at \$55,000 in the FY2004 Recommended Budget. This amount is based on a review of the year to date revenue, as of the date the Recommended Budget was prepared.

EXPENDITURES:

Personnel:

There is no change in FTE Staffing Level in the FY2004 Recommended Budget.

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Materials and Supplies:

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

629.0001 Letterhead/Printed Forms: This line item account has decreased from \$3,500 in the FY'2003 Adopted Budget to \$2,000 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date expenses, as of the date the Recommended Budget was prepared.

Contractual:

All Contractual Services line item accounts in the FY'2004 Recommended Budget have been budgeted at less than the FY'2003 Adopted Budget with the following exception:

778.0002 Administrative Surcharge: This line item account has increased from \$250 in the FY'2003 Adopted Budget to \$258 in the FY'2004 Recommended Budget. This increase is based on an overall 3% increase in the Administrative Surcharge assessed to certain Special Revenue Funds.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund: | Circuit Clerk IDPA IV-D Project 0156 | Department: Circuit Clerk 0015 | Pages: 47 -- 49 | | |
|-------------------------|---|--------------------------------|-------------------------------|-----------------------|----------------------------|
| CATEGORY | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue | \$ 39,942 | \$ 35,948 | \$ 35,948 | \$ - | 0.00% |
| Salaries | \$ 26,230 | \$ 25,934 | \$ 27,091 | \$ 1,157 | 4.46% |
| Fringe Benefits | \$ 5,409 | \$ 5,715 | \$ 6,583 | \$ 868 | 15.19% |
| Materials & Supplies | \$ 3,245 | \$ 1,725 | \$ 1,350 | \$ (375) | -21.74% |
| Contractual | \$ 5,058 | \$ 2,574 | \$ 924 | \$ (1,650) | -64.10% |
| Capital Outlay | \$ - | \$ - | \$ - | \$ - | N/A |
| Other | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL: | \$ 39,942 | \$ 35,948 | \$ 35,948 | \$ - | 0.00% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: IV-D Project Fund 0156 Department: Circuit Clerk 0015

Highlights of the Recommended Budget:

The Circuit Clerk'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 anticipated funding for the fiscal year.

REVENUE:

407.4000 Illinois Department of Public Aid: This line item account is budgeted at \$35,948 in the FY'2004 Recommended Budget, the same amount as in the FY'2003 Adopted Budget. This reflects the projected contract payment from the Illinois Department of Public Aid for funding the Circuit Clerk's Child Support IV-D Program.

EXPENDITURES:

Personnel:

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

Materials and Supplies:

The Materials and Supplies line item accounts show an overall decrease of 22% over the FY'2003 Adopted Budget. This decrease is based on the contract agreement between the Illinois Department of Public Aid and the Circuit Clerk's Office.

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Contractual Services:

The Contractual line item accounts show an overall decrease of 64% over the FY'2003 Adopted Budget. This decrease is based on the contract agreement between the Illinois Department of Public Aid and the Circuit Clerk's Office.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY | Fund: | Department: Court Services - 0022 | | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|-------------------------|---------------------|-----------------------------------|-------------------------------|-----------------------|----------------------------|
| | General 0001 | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | | |
| Revenue | \$ 2,101,372 | \$ 2,334,004 | \$ 2,302,071 | \$ (31,933) | -1.37% |
| Salaries | \$ 2,282,962 | \$ 2,515,039 | \$ 2,694,530 | \$ 179,491 | 7.14% |
| Fringe Benefits | \$ 136,179 | \$ 154,913 | \$ 187,600 | \$ 32,687 | 21.10% |
| Materials & Supplies | \$ 97,545 | \$ 97,875 | \$ 95,870 | \$ (2,005) | -2.05% |
| Contractual | \$ 446,124 | \$ 424,250 | \$ 273,970 | \$ (150,280) | -35.42% |
| Capital Outlay | \$ - | \$ 3,700 | \$ 3,700 | \$ - | 0.00% |
| Other | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL: | \$ 2,962,810 | \$ 3,195,777 | \$ 3,255,670 | \$ 59,893 | 1.87% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: General 0001

Department: Court Services Department 0022

REVENUE:

407.0005 Probation Officers Salary Reimbursement: This revenue line item account has increased from \$1,712,990 in the FY'2003 Adopted Budget to \$1,817,063 in the FY'2004 Recommended Budget. This increase is attributable to the adopted salary reimbursement level for the adult and juvenile probation officers as approved in the budget of the Administrative Office of the Illinois Courts (the "AOIC"). Please note that the FY'2004 State of Illinois Budget includes funding to reimburse only 91% of the Probation Officer Salary Reimbursement. For your information, fifteen officers in Court Services are reimbursed at a subsidy level of \$1000 per month. All other officers are to be reimbursed at 100% of the salary expense.

407.4000 Illinois Department Public Aid: This revenue line item account has decreased from \$155,000 in the FY'2003 Adopted Budget to \$55,000 in the FY'2004 Recommended Budget. This revenue line item accounts for reimbursement received from the Illinois Department of Public Aid for the care and support of juveniles. This decrease is based on a review of last year's actual revenue and the year to date revenue received, as of the date the Recommended Budget was prepared.

410.0030 Reimbursement Special Prisoners: This line item account has decreased from \$235,425 in the FY'2003 Adopted Budget to \$208,190 in the FY'2004 Recommended Budget. This decrease reflects the decrease in the number of beds at the Juvenile Detention Center, which are leased to other Counties on a contract basis or on a per diem basis.

450.0011 Transfer from Other Funds: This line item account has increased from \$170,000 in the FY'2003 Adopted Budget to \$174,649 in the FY'2004 Recommended Budget. This Transfer from the Adult Probation Services Fee Fund 0146 covers the salary and employee medical expense of the two Domestic Violence probation officers and the clerical support position. This Transfer from the Adult Probation Services Fee Fund 0146 also covers the shortfall in salary reimbursement from the AOIC. Because of the State's budget problems and the impact of the State's shortfall on County governments, the AOIC

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has approved the use of Adult Probation Services fee revenue to make up the difference between the actual salary reimbursement received from the State and the statutory requirement to provide 100% salary reimbursement.

450.0006 Contributions from Family with Dependent Children: This line item account has decreased from \$15,000 in the FY'2003 Adopted Budget to \$6,580 in the FY'2004 Recommended Budget. This decrease is attributable to the policy of the current Juvenile Court judges to order families to reimburse the County for the care and support of the McLean County youth detained at the Juvenile Detention Center.

EXPENDITURES:

Personnel:

The change in the FTE Staffing level in the FY'2004 Recommended Budget corrects an error that was made in the FY'2003 Adopted Budget.

Materials and Supplies:

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

612.0001 Books/Videos/Publications: This line item account has decreased from \$3,025 in the FY'2003 Adopted Budget to \$2,525 in the FY'2004 Recommended Budget. This decrease 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.

620.0001 Office Supplies: This line item account has increased from \$4,800 in the FY'2003 Adopted Budget to \$6,300 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. This increase reflects coding of expenses to line item account 620.0001, rather than to Operational Supplies, line item account 621.0001.

621.0001 Operational Supplies: This line item account has decreased from \$9,350 in the FY'2003 Adopted Budget to \$7,850 in the FY'2004 Recommended Budget. This decrease reflects coding of expenses to line item account 620.0001,

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rather than to Operational Supplies, line item account 621.0001.

624.0002 Personal Hygiene Supplies: This line item account has decreased from \$4,000 in the FY'2003 Adopted Budget to \$3,000 in the FY'2004 Recommended Budget. This decrease 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.

630.0001 Postage: This line item account has decreased from \$7,430 in the FY'2003 Adopted Budget to \$6,350 in the FY'2004 Recommended Budget. This decrease 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.

Contractual Services:

All Contractual line item accounts have been budgeted in the FY'2004 Recommended Budget at either 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 decreased from \$1,750 in the FY'2003 Adopted Budget to \$1,615 in the FY'2004 Recommended Budget. This decrease is based on actual usage under the contract for Pager Services.

720.0001 Care of Dependent Children: This line item account has decreased from \$350,000 in the FY'2003 Adopted Budget to \$200,000 in the FY'2004 Recommended Budget. Court Services and the Circuit Court implemented a new procedure to control and limit the expenditures in this line item account. Based on the year to date expenses as of the date the Recommended Budget was prepared, this new procedure appears to be limiting the expenditures to the total dollar amount budgeted. The cost for placement of youth continues to rise and the number of youth in need of placement also continues to rise.

723.0001 Psychiatric/Psychological Services: This line item account has decreased from \$3,500 in the FY'2003 Adopted Budget to \$3,000 in the FY'2004 Recommended Budget. This decrease 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.

750.0001 Equipment Maintenance: This line item account has increased from \$1,865 in the FY'2003 Adopted Budget to \$2,415 in the FY'2004 Recommended Budget. This increase is attributable to the maintenance contract expense for the

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copy machines in the department being charged to this line item account.

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.

793.0001 Travel Expense: This line item account has decreased from \$2,500 in the FY'2003 Adopted Budget to \$1,500 in the FY'2004 Recommended Budget. This decrease is based on a review of the year to date expenses, as of the date the Recommended Budget was prepared.

Capital:

832.0002 Lease/Purchase Office Equipment: This line item account includes the Lease/Purchase expense for Adult Probation's copy machine.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| CATEGORY | Fund: | Juvenile Probation Fee Services 0145 | Department: | Court Services - 0022 | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
|-------------------------|-------|---|-------------------|-----------------------|-------------------------------|-----------------------|----------------------------|
| | | FY 2002 BUDGET | FY 2003 BUDGET | | | | |
| Revenue | | \$ 53,000 | \$ | 44,520 | \$ (2,000) | -4.49% | |
| Salaries | | \$ - | \$ | - | \$ - | N/A | |
| Fringe Benefits | | \$ - | \$ | - | \$ - | N/A | |
| Materials & Supplies | | \$ - | \$ | - | \$ - | N/A | |
| Contractual | | \$ 53,000 | \$ | 44,520 | \$ (2,000) | -4.49% | |
| Capital Outlay | | \$ - | \$ | - | \$ - | N/A | |
| Other | | \$ - | \$ | - | \$ - | N/A | |
| TOTAL: | | \$ 53,000 | \$ | 44,520 | \$ (2,000) | -4.49% | |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Juvenile Probation Services Fee Fund 0145

Department: Court Services 0022

Highlights of the Recommended Budget:

The Juvenile Probation Services Fee Fund is a Special Revenue Fund, which was established pursuant to State law. The Court can order juvenile probationers to pay a Probation Services fee to the Court Services Department. The revenue generated from this fee can only be used to provide services to juvenile probationers. State law requires that the revenue collected in the current fiscal year be appropriated in the following fiscal year. As a result, the revenue budgeted in FY'2002 has already been collected and is available to be appropriated for services.

As a Special Revenue Fund, the Juvenile Probation Services Fee Fund must be balanced within the Fund.

REVENUE

410.0099 Juvenile Probation Services Fees: This revenue line item has decreased from \$11,520 in the FY'2003 Adopted Budget to \$4,000 in the FY'2004 Recommended Budget. This revenue line item account projects the actual revenue to be generated from Juvenile Probation Services fees during FY'2003. Pursuant to State law, the Probation Services fees cannot be appropriated on a prospective basis.

400.0000 Unappropriated Fund Balance: This revenue line item account projects the total unencumbered funds available in the Juvenile Probation Services Fee fund balance. Pursuant to State law, the total revenue available for the Juvenile Probation Services Fee fund budget includes the fee revenue collected in FY'2003 and the unappropriated fund balance.

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EXPENDITURES

Contractual Services:

706.0001 Contract Services: This line item account has decreased from \$44,520 in the FY'2003 Adopted Budget to \$42,520 in the FY'2004 Recommended Budget. This line item covers the contracts with the Community Service providers, counseling services, and other services for juvenile offenders.

McLEAN COUNTY

Fiscal Year 2004 Recommended Budget

| Fund: | Adult Probation Fee Services 0146 | Department: | Court Services - 0022 | Pages: | 81 -- 81a |
|-------------------------|--------------------------------------|-------------------|-------------------------------|-----------------------|----------------------------|
| CATEGORY | FY 2002 BUDGET | FY 2003 BUDGET | RECOMMENDED FY 2004 BUDGET | AMOUNT OF INCREASE | % INCREASE OVER FY 2003 |
| Revenue | \$ 517,757 | \$ 521,927 | \$ 438,451 | \$ (83,476) | -15.99% |
| Salaries | \$ - | \$ - | \$ - | \$ - | N/A |
| Fringe Benefits | \$ - | \$ - | \$ - | \$ - | N/A |
| Materials & Supplies | \$ 42,500 | \$ 43,000 | \$ 53,000 | \$ 10,000 | N/A |
| Contractual | \$ 382,873 | \$ 298,927 | \$ 157,302 | \$ (141,625) | -47.38% |
| Capital Outlay | \$ 10,000 | \$ 10,000 | \$ 53,500 | \$ 43,500 | 435.00% |
| Other | \$ 82,384 | \$ 170,000 | \$ 174,649 | \$ 4,649 | 2.73% |
| TOTAL: | \$ 517,757 | \$ 521,927 | \$ 438,451 | \$ (83,476) | -15.99% |

Please see attached highlights of the Recommended Budget.

McLean County
Fiscal Year 2004 Recommended Budget

Fund: Adult Probation Services Fee Fund 0146

Department: Court Services 0022

Highlights of the Recommended Budget:

The Adult Probation Services Fee Fund is a Special Revenue Fund, which was established pursuant to State law. The Court can order adult probationers to pay a Probation Services fee to the Court Services Department. The revenue generated from this fee can only be used to provide services to adult probationers. State law requires that the revenue collected in the current fiscal year be appropriated in the following fiscal year. As a result, the revenue budgeted in FY'2002 has already been collected and is available to be appropriated for services.

As a Special Revenue Fund, the Adult Probation Services Fee Fund must be balanced within the Fund.

REVENUE

410.0091 Testing Fees: This revenue line item accounts for the Drug Test Screening Fee (\$15.00) assessed to adult probationers for each test. The testing fee is taken from the Adult Probation Service fee assessed. This revenue line item has increased from \$24,600 in the FY'2003 Adopted Budget to \$27,000 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 received, as of the date the Recommended Budget was prepared. All offenders are being ordered to pay for the drug screening/drug testing.

410.0099 Probation Services Fees: This revenue line item has decreased from \$255,243 in the FY'2003 Adopted Budget to \$196,666 in the FY'2004 Recommended Budget. This revenue line item account projects the actual revenue to be generated from Probation Services fees during FY'2003. Pursuant to State law, the Probation Services fees cannot be appropriated on a prospective basis.

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410.0160 Victim Impact Fee: This revenue line item accounts for the Court ordered one-time fee of \$10.00 to be paid when offenders are ordered to complete the Victim Impact Panel.

410.0161 Youth Intoxication Driver Fee: This revenue line item account has been budgeted at \$460 in the FY'2004 Recommended Budget. This revenue line item accounts for the Court ordered one-time fee of \$10.00 to be paid by offenders when ordered into the Youthful Intoxicated Driving Visitation Program.

410.0162 Community Services Fee: This revenue line item account has decreased from \$8,700 in the FY'2003 Adopted Budget to \$7,100 in the FY'2004 Recommended Budget. This revenue line item accounts for the Court ordered one-time fee of \$25.00 to be paid by offenders when ordered to complete Community Service. This fee is assessed for defendants who have no other conditions of supervision.

410.0163 Domestic Violence Fee: This revenue line item accounts for the fee paid by offenders who are ordered to attend the Domestic Violence Victim Impact panels. The Department began charging for this during FY'2000. The FY'2004 Recommended Budget projects revenue from this fee of \$3,100, a decrease of \$900 from the FY'2003 Adopted Budget.

400.0000 Unappropriated Fund Balance: This revenue line item account projects the total unencumbered funds available in the Probation Services Fee fund balance. Pursuant to State law, the total revenue available for the Probation Services Fee fund budget includes the fee revenue collected in FY'2003 and the unappropriated fund balance.

EXPENDITURES

Materials and Supplies:

622.0004 Drug Testing Chemicals: This line item account has increased from \$35,000 in the FY'2003 Adopted Budget to \$45,000 in the FY'2004 Recommended Budget. As more adult probationers are ordered to provide drug tests, there has been an increase in the usage of Drug Testing Chemicals.

Contractual Services:

706.0001 Contract Services: This line item account has decreased from \$279,627 in the FY'2003 Adopted Budget to

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\$139,002 in the FY'2004 Recommended Budget. This line item covers the contracts with Catholic Social Services for the Community Service liaison, counseling services, and other services for adult offenders in the administrative sanctions/deferred prosecution program.

718.0001 Schooling & Conferences: This line item account has been budgeted at \$12,000 in the FY'2004 Recommended Budget. This line item is used to cover the Schooling & Conference expenses for the Adult Probation staff. Each adult probation officer is required to obtain 20 hours of training each year.

Capital Outlay:

832.0001 Purchase of Furnishings: This line item account includes funding to purchase the following capital items: office chairs and desks.

833.0002 Purchase of Computer Equipment: This line item account includes funding to purchase the following capital items: 6 IJS computer workstations.

839.0001 Purchase of Radio Equipment: This line item account includes funding to purchase the following capital items: mobile radio equipment.

841.0001 Purchase of Vehicles: This line item account includes funding to purchase the following capital items: two new automobiles to replace existing vehicles.

Other:

999.0001 Interfund Transfer: This line item account has increased from \$170,000 in the FY'2003 Adopted Budget to \$174,649 in the FY'2004 Recommended Budget. This line item covers the shortfall in the salary reimbursement from the State of Illinois and the salary expense of the two Domestic Violence probation officers and the Office Support Specialist.

AN ORDINANCE BY THE McLEAN COUNTY BOARD
SETTING THE FEES TO BE CHARGED BY THE
McLEAN COUNTY CIRCUIT CLERK

WHEREAS, The Clerks of Courts Act 705 ILCS 105/27.1 sets the minimum and maximum fees a Circuit Clerk is permitted to charge for specific services and the Counties Code 55 ILCS 5/5-1103 sets the maximum rate for the court services (court security) fee; and,

WHEREAS, Public Act 093-0039 amends The Clerks of Courts Act by changing Section 27.1a, which regulates the setting of fees in counties with less than 500,000 inhabitants, and Public Act 093-0558 amends the Counties Code to allow a higher court services(court security) fee to be charged; and,

WHEREAS, Section 27.1a requires that in those instances where a minimum and maximum fee is stated, the Clerk of the Circuit Court must charge the minimum fee listed and may charge up to the maximum fee if the County Board has by resolution increased the fee and 55 ILCS 5/5-1103 requires the concurrence of the Chief Judge of the Eleventh Judicial Circuit to increase the court services (court security) fee; and,

WHEREAS, the County Administrator has carefully reviewed Public Act 093-0039 and Public Act 093-0558 and has recommended to the Justice Committee that the Circuit Clerk fees be adjusted to be in accordance with Public Act 093-0039 and the court services (court security) fee be adjusted in accordance with Public Act 093-0558; and,

WHEREAS, the County Administrator has recommended to the Chief Judge of the Eleventh Judicial Circuit that court services (court security) fee be adjusted in accordance with Public Act 093-0558; and,

WHEREAS, the Justice Committee, at its regular meeting on October 6, 2003, recommended that the fees charged by the Circuit Clerk be adjusted in accordance with the schedule of fees for service incorporated in the Ordinance; and,

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

The fees by the Circuit Clerk for the following services shall be established and set in accordance with the following schedule:

- I. Civil Cases:
The fee for filing a complaint, petition, or other pleading initiating a civil action, with the following exceptions, shall be \$160.
 - A. When the amount of money or damages or the value of personal property claimed does not exceed \$250, \$10.
 - B. When that amount exceeds \$250 but does not exceed \$500, \$20.
 - C. When that amount exceeds \$500 but does not exceed \$2500, \$40.

- D. When that amount exceeds \$2500 but does not exceed \$15,000, \$75.
- E. For the exercise of eminent domain, \$150. For each additional lot or tract of land or right or interest therein subject to be condemned, the damages in respect to which shall require separate assessment by a jury, \$150.
- F. Family Cases.
 - 1. For filing a petition under the Juvenile Court Act of 1987, \$25.
 - 2. For filing a petition for a marriage license, \$10.
 - 3. For performing a marriage in court, \$10.
 - 4. For filing a petition under the Illinois Parentage Act of 1984, \$40.
- II. Forcible Entry and Detainer.

In each forcible entry and detainer case when the plaintiff seeks possession only or unites with his or her claim for possession of the property a claim for rent or damages or both in the amount of \$15,000 or less, \$50. When the plaintiff unites his or her claim for possession with a claim for rent or damages or both exceeding \$15,000, \$160.
- III. Counterclaim or Joining Third Party Defendant.

When any defendant files a counterclaim as part of his or her answer or otherwise or joins another party as a third party defendant, or both, the defendant shall pay a fee for each counterclaim or third party action in an amount equal to the fee he or she would have had to pay had he or she brought a separate action for the relief sought in the counterclaim or against the third party defendant, less the amount of the appearance fee, if that has been paid.
- IV. Confession of Judgment.

In a confession of judgment when the amount does not exceed \$1500, \$50. When the amount exceeds \$1500, but does not exceed \$15,000, \$115. When the amount exceeds \$15,000, \$200.
- V. Appearance.

The fee for filing an appearance in each civil case shall be \$60, except as follows:

 - A. When the plaintiff in a forcible entry and detainer case seeks possession only, \$50.
 - B. When the amount in the case does not exceed \$1500, \$30.
 - C. When that amount exceeds \$1500 but does not exceed \$15,000, \$60.
- VI. Garnishment, Wage Deduction, and Citation.

In garnishment affidavit, wage deduction affidavit, and citation petition \$15.
- VII. Petition to Vacate or Modify.
 - A. Petition to vacate or modify any final judgment or order of court, except in forcible entry and detainer cases and small claims cases or a petition to reopen an estate, to modify, terminate, or enforce a judgment or order for child or spousal support, or to modify, suspend, or terminate an order for withholding, if filed before 30 days after the entry of the judgment or order, \$50.
 - B. Petition to vacate or modify any final judgment or order of court, except a petition to modify, terminate, or enforce a judgment or order for child or spousal support or to modify, suspend, or terminate an order for withholding, if filed later than 30 days after the entry of the judgment or order, \$75.
 - C. Petition to vacate order of bond forfeiture, \$40.

- VIII. Mailing.
When the clerk is required to mail, the fee will be \$5, plus the cost of postage.
- IX. Certified Copies.
Each certified copy of a judgment after the first, except in small claims and forcible entry and detainer cases, \$10.
- X. Habeas Corpus.
For filing a petition for relief by habeas corpus, \$100.
- XI. Certification, Authentication, and Reproduction.
- A. Each certification or authentication for taking the acknowledgment of a deed or other instrument in writing with the seal of office, \$6.
 - B. Court appeals when original documents are forwarded, under 100 pages, plus delivery and costs, \$60.
 - C. Court appeals when original documents are forwarded, over 100 pages, plus delivery and costs, \$150.
 - D. Court appeals when original documents are forwarded, over 200 pages, an additional fee of 25 cents per page.
 - E. For reproduction of any document contained in the clerk's files:
 1. First page, \$2.
 2. Next 19 pages, 50 cents per page.
 3. All remaining pages, 25 cents per page.
- XII. Remands.
In any cases remanded to the Circuit Court from the Supreme Court or the Appellate Court for a new trial, the clerk shall file the remanding order and reinstate the case with either its original number or a new number. The Clerk shall not charge any new or additional fee for the reinstatement. Upon reinstatement the Clerk shall advise the parties of the reinstatement. A party shall have the same right to a jury trial on remand and reinstatement as he or she had before the appeal, and no additional or new fee or charge shall be made for a jury trial after remand.
- XIII. Record Search.
For each record search, within a division or municipal district, the clerk shall be entitled to a search fee of \$6 for each year searched.
- XIV. Hard Copy.
For each page of hard copy print output, when case records are maintained on an automated medium, the clerk shall be entitled to a fee of \$4.
- XV. Index Inquiry and Other Records.
No fee shall be charged for a single plaintiff/defendant index inquiry or single case record inquiry when this request is made in person and the records are maintained in a current automated medium, and when no hard copy print output is requested. The fees to be charged for management records, multiple case records, and multiple journal records may be specified by the Chief Judge pursuant to the guidelines for access and dissemination of information approved by the Supreme Court.

- XVI. Commitment Petitions.**
For filing commitment petitions under the Mental Health and Developmental Disabilities Code and for filing a transcript of commitment proceedings held in another county, \$50.
- XVII. Alias Summons.**
For each alias summons or citation issued by the clerk, \$5.
- XVIII. Other Fees.**
Any fees not covered in this Section shall be set by rule or administrative order of the Circuit Court with the approval of the Administrative Office of the Illinois Courts. The clerk of the circuit court may provide additional services for which there is no fee specified by statute in connection with the operation of the clerk's office as may be requested by the public and agreed to by the clerk and approved by the chief judge of the circuit court. Any charges for additional services shall be as agreed to between the clerk and the party making the request and approved by the chief judge of the circuit court. Nothing in this subsection shall be construed to require any clerk to provide any service not otherwise required by law.
- XIX. Jury Services.**
The clerk shall be entitled to receive, in addition to other fees allowed by law, the sum of \$212.50, as a fee for the services of a jury in every civil action not quasi-criminal in its nature and not a proceeding for the exercise of the right of eminent domain and in every other action wherein the right of trial by jury is or may be given by law. The jury fee shall be paid by the party demanding a jury at the time of filing the jury demand. If the fee is not paid by either party, no jury shall be called in the action or proceeding, and the same shall be tried by the court without a jury.
- XX. Voluntary Assignment.**
For filing each deed of voluntary assignment, \$20; for recording the same, 50 cents for each 100 words. Exceptions filed to claims presented to an assignee of a debtor who has made a voluntary assignment for the benefit of creditors shall be considered and treated, for the purpose of taxing costs therein, as actions in which the party or parties filing the exceptions shall be considered as party or parties plaintiff, and the claimant or claimants as party or parties defendant, and those parties respectively shall pay to the clerk the same fees as provided by this Section to be paid in other actions.
- XXI. Expungement Petition.**
The clerk shall be entitled to receive a fee of \$60 for each expungement petition filed and an additional fee of \$4 for each certified copy of an order to expunge arrest records.
- XXII. Probate.**
The clerk is entitled to receive the fees specified in this subsection (XXII), which shall be paid in advance, except that, for good cause shown, the court may suspend, reduce, or release the costs payable under this subsection:
- A. For administration of the estate of a decedent (whether testate or intestate) or of a missing person, \$150, plus the fees specified in subsection (XXII)(C), except:

1. When the value of the real and personal property does not exceed \$15,000, the fee shall be \$40.
 2. When (i) proof of heirship alone is made, (ii) a domestic or foreign will is admitted to probate without administration (including proof of heirship), or (iii) letters of office are issued for a particular purpose without administration of the estate, the fee shall be \$40.
 3. For filing a petition to sell Real Estate, \$50.
- B. For administration of the estate of a ward, \$75, plus the fees specified in subsection (XXII)(C), except:
1. When the value of the real and personal property does not exceed \$15,000, the fee shall be \$40.
 2. When (i) letters of office are issued to a guardian of the person or persons, but not of the estate or (ii) letters of office are issued in the estate of a ward without administration of the estate, including filing or joining in the filing of a tax return or releasing a mortgage or consenting to the marriage of the ward, the fee shall be \$20.
 3. For filing a Petition to sell Real Estate, \$50.
- C. In addition to the fees payable under subsection (XXII)(A) or (XXII)(B) of this Section, the following fees are payable:
1. For each account (other than one final account) filed in the estate of a decedent, or ward, \$25.
 2. For filing a claim in an estate when the amount claimed is \$150 or more but less than \$500, \$25; when the amount claimed is \$500 or more but less than \$10,000, \$40; when the amount claimed is \$10,000 or more, \$60; provided that the court in allowing a claim may add to the amount allowed the filing fee paid by the claimant.
 3. For filing in an estate a claim, petition, or supplemental proceeding based upon an action seeking equitable relief including the construction or contest of a will, enforcement of a contract to make a will, and proceedings involving testamentary trusts or the appointment of testamentary trustees, \$60.
 4. For filing in an estate (i) the appearance of any person for the purpose of consent or (ii) the appearance of an executor, administrator, administrator to collect, guardian, guardian ad litem, or special administrator, no fee.
 5. Except as provided in subsection (XXII)(C)(4), for filing the appearance of any person or persons, \$30.
 6. For each jury demand, \$137.50.
 7. For disposition of the collection of a judgment or settlement of an action or claim for wrongful death of a decedent or of any cause of action of a ward, when there is no other administration of the estate, \$50, less any amount paid under subsection (XXII)(A)(2) or (XXII)(B)(2) except that if the amount involved does not exceed \$5,000, the fee, including any amount paid under subsection (XXII)(A)(2) or (XXII)(B)(2), shall be \$20.

8. For each certified copy of letters of office, of court order or other certification, \$2, plus \$1 per page in excess of 3 pages for the document certified.
9. For each exemplification \$2, plus the fee for certification.
- D. The executor, administrator, guardian, petitioner, or other interested person or his or her attorney shall pay the cost of publication by the clerk directly to the newspaper.
- E. The person on whose behalf a charge is incurred for witness, court reporter, appraiser, or other miscellaneous fee shall pay the same directly to the person entitled thereto.
- F. The executor, administrator, guardian, petitioner, or other interested person or his or her attorney shall pay to the clerk all postage charges incurred by the clerk in mailing petitions, orders, notices, or other documents pursuant to the provisions of the Probate Act of 1975.

XXIII. Criminal and Quasi-Criminal Costs and Fees.

- A. The clerk shall be entitled to costs in all criminal and quasi-criminal cases from each person convicted or sentenced to supervision therein as follows:
 1. Felony complaints, \$100.
 2. Misdemeanor complaints, \$75.
 3. Business offense complaints, \$75.
 4. Petty offense complaints, \$75.
 5. Minor traffic or ordinance violations, \$10.
 6. When court appearance required, \$15.
 7. Motions to vacate or amend final orders, \$40.
 8. Motions to vacate bond forfeiture orders, \$40.
 9. Motions to vacate ex parte judgments, whenever filed, \$40.
 10. Motions to vacate judgment on forfeitures, whenever filed, \$40.
 11. Motions to vacate "failure to appear" or "failure to comply" notices sent to the Secretary of State, \$40.
- B. When the violation complaint is issued by a municipal police department, the clerk shall be entitled to costs from each person convicted therein as follows:
 1. Minor traffic or ordinance violations, \$10.
 2. When court appearance required, \$15.
- C. In ordinance violation cases punishable by fine only, the clerk of the circuit court shall be entitled to receive, unless the fee is excused upon a finding by the court that the defendant is indigent, in addition to other fees or costs allowed or imposed by law, the sum of \$137.50 as a fee for the services of a jury. The jury fee shall be paid by the defendant at the time of filing his or her jury demand. If the fee is not so paid by the defendant, no jury shall be called, and the case shall be tried by the court without a jury.

XXIV. Transcripts of Judgment.

For the filing of a transcript of judgment, the clerk shall be entitled to the same fee as if it were the commencement of a new suit.

XXV. Change of Venue.

- A. For the filing of a change of case on a change of venue, the clerk shall be entitled to the same fee as if it were the commencement of a new suit.

- B. The fee for the preparation and certification of a record on a change of venue to another jurisdiction, when original documents are forwarded, \$40.

XXVI. Tax objection complaints.

For each tax objection complaint containing one or more tax objections, regardless of the number of parcels involved or the number of taxpayers joining on the complaint, \$50.

XXVII. Tax Deeds.

- A. Petition for tax deed, if only one parcel is involved, \$200.
- B. For each additional parcel, add a fee of \$60.

XXVIII. Collections.

- A. For all collections made of others, except the State and county and except in maintenance or child support cases, 2.5% of the amount collected and turned over.
- B. Interest earned on any funds held by the clerk shall be turned over to the county general fund as an earning of the office.
- C. For any check, draft, or other bank instrument returned to the clerk for non-sufficient funds, account closed, or payment stopped, \$25.
- D. In child support and maintenance cases, the clerk, if authorized by an ordinance of the county board, may collect an annual fee of up to \$36 from the person making payment for maintaining child support records and the processing of support orders to the State of Illinois KIDS system and the recording of payments issued by the State Disbursement Unit for the official record of the Court. This fee shall be in addition to and separate from amounts ordered to be paid as maintenance or child support and shall be deposited into a Separate Maintenance and Child Support Collection Fund, of which the clerk shall be the custodian, ex-officio, to be used by the clerk to maintain child support orders and record all payments issued by the State Disbursement Unit for the official record of the Court. The clerk may recover from the person making the maintenance or child support payment any additional cost incurred in the collection of this annual fee. The clerk shall also be entitled to a fee of \$5 for certifications made to the Secretary of State as provided in Section 7-703 of the Family Financial Responsibility Law and these fees shall also be deposited into the Separate Maintenance and Child Support Collection Fund.

XXIX. Corrections of Numbers.

For correction of the case number, case title, or attorney computer identification number, if required by rule of court, on any document filed in the clerk's office, to be charged against the party that filed the document, \$10.

XXX. Exceptions.

- A. The fee requirements of this Section shall not apply to police departments or other law enforcement agencies. In this Section, "law enforcement agency" means an agency of the State or a unit of local government which is vested by law or ordinance with the duty to maintain public order and to enforce criminal laws or ordinances. "Law enforcement agency" also means the Attorney General or any state's attorney.

- B. No fee provided herein shall be charged to any unit of local government or school district.
- C. The fee requirements of this Section shall not apply to any action instituted under subsection (b) of Section 11-31-1 of the Illinois Municipal Code by a private owner or tenant of real property within 1200 feet of a dangerous or unsafe building seeking an order compelling the owner or owners of the building to take any of the actions authorized under that subsection.

XXXI. Adoptions.

- A. For an adoption, \$65.
- B. Upon good cause shown, the court may waive the adoption filing fee in a special needs adoption. The term "special needs adoption" shall have the meaning ascribed to it by the Illinois Department of Children and Family Services.

XXXII. Adoption exemptions.

No fee other than that set forth in subsection (XXXI) shall be charged to any person in connection with an adoption proceeding. (Source: P.A. 91-321, eff. 1-1-00; 91-612, eff. 10-1-99; 92-16, eff. 6-28-01; 92-521, eff. 6-1-02.)

XXXIII. Court Services (Court Security) Fee

A fee of \$25 shall be paid in civil cases by each party at the time of filing the first pleading, paper or other appearance; provided that no additional fee shall be required if more than one party is represented in a single pleading, paper or other appearance. In criminal, local ordinance, county ordinance, traffic and conservation cases, such fee shall be assessed against the defendant upon a plea of guilty, stipulation of facts or findings of guilty, resulting in a judgment of conviction, or order of supervision, or sentence of probation without entry of judgment pursuant to Section 10 of the Cannabis Control Act, Section 410 of the Illinois Controlled Substances Act, Section 12-4.3 of the Criminal Code of 1961, Section 10-102 of the Illinois Alcoholism and Other Drug Dependency Act, Section 40-10 of the Alcoholism and Other Drug Abuse and Dependency Act, or Section 10 of the Steroid Control Act. No fee shall be imposed or collected, however, in traffic, conservation, and ordinance cases in which fines are paid without a court appearance.

AND BE IT FURTHER ORDAINED, that this Ordinance shall not supersede any other Ordinance enacted by the McLean County Board, which establishes and sets fees to be charged for other services not previously listed and provided by the Circuit Clerk.

The County Clerk shall provide a Certified Copy of this Ordinance to the Chief Judge of the Eleventh Judicial Circuit, the McLean County Circuit Clerk and the County Administrator.

This Ordinance shall become effective as of January 1, 2004.

ADOPTED by the McLean County Board this 21st day of October, 2003.

ATTEST:

APPROVED:

Peggy Ann Milton,
Clerk of the McLean County Board,
McLean County, Illinois

Michael F. Sweeney, Chairman
McLean County Board
McLean County, Illinois

APPROVED AS TO THE COURT SERVICES (COURT SECURITY) FEE:

John P. Freese, Chief Judge
Eleventh Judicial Circuit
McLean County, Illinois

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