



EXECUTIVE COMMITTEE AGENDA
Room 400, Government Center

Tuesday, February 14, 2006

4:30 p.m.

1. Call to Order
2. Chairman's Approval of Minutes – January 10, 2006
December 20, 2005 (Stand-up Meeting)
3. Appearance by Members of the Public
4. Departmental Matters
5. Report of Standing Committees:
 - A. Executive Committee – Chairman Sweeney
 - 1) Items to be Presented for Committee Action:
 - a) REAPPOINTMENTS:

Supervisor of Assessments
Mr. Robert Kahman
(Reappointed to a Four Year Term
To Expire on February 21, 2010)
 - b) APPOINTMENTS:

None
 - c) RESIGNATIONS:

None
 - 2) Items to be Presented to the Board:
 - a) Status Report – Information Services
 - b) General Report
 - c) Other

B. Transportation Committee – Chairman Bass

1) Items to be Presented to the Board:

- a) Request Approval of Dawson Township Jurisdictional Transfer –CH 28 (between Holder & Ellsworth) Trade 1100 North for 1200 North Roads
- b) Request Approval of Letting Results from January 25, 2006 for Purchase of Equipment
- c) Request Approval of Letting Results from February 1, 2006 for County Project
- d) Request Approval for Bridge Repair Petition For the Village of Carlock – Church Street Bridge
- e) Request Approval of Bridge Repair Petition For Yates Road District
- f) Request Approval of Bridge Construction Petition for Danvers Joint Culvert
- g) Request Approval of Resolution for Improvement of Danvers Carlock Road (CH 53)
- h) Request Approval to apply for a County-owned Credit Card to be used by the Highway Department
- i) Request Approval of a Resolution to Reappropriate Fiscal Year 2005 Expenditure To Fiscal Year 2006 Budget
- j) General Report
- k) Other

C. Finance Committee – Chairman Sorensen

1) Items to be Presented for Committee Action:

- a) Request Approval of an Ordinance of the McLean County Board Amending the 2006 Combined Annual Budget and Appropriation Ordinance – County Auditor’s Office 2-5
- b) Request Approval of Resolution Transferring Monies from the Working Cash Fund 0002 to the Persons with Developmental Disabilities Fund 0110, Children’s Advocacy Center 0129, F.I.C.A./Social Security Fund 0130 and to the I.M.R.F. Fund 0131, Fiscal Year 2006 – County Administrator’s Office 6-7
- c) Request Approval of an Ordinance Transferring Monies from the County General Fund 0001 to the Tort Judgment Fund 0135, Fiscal Year 2006 – County Administrator’s Office 8-10

- 2) Items to be Presented to the Board:
- a) Request Approval of Transfer Agreement between Lutheran Senior Living of Illinois, Inc. and McLean County Nursing Home – Nursing Home
 - b) Request Approval to Apply for a County-owned Credit Card to be used by the Recorder's Office – County Recorder's Office
 - c) Request Approval of Proposed Insurance Program for Fiscal Year 2006 – Risk Management
 - d) Request Approval of Insurance Service Fee Agreement – Risk Management
 - e) Request Approval of a Resolution Authorizing the State's Attorney to offer a Starting Salary above the Maximum Permitted under County Ordinance – State's Attorneys Office
 - f) General Report
 - g) Other

D. Justice Committee – Chairman Renner

- 1) Items to be Presented to the Board:
- a) Request Approval of a Contract between McLean County and J. Brian Goldrick, Attorney at Law, to Serve as "Contract Guardian Ad Litem" – Court Administrator's Office
 - b) Request Approval to Apply for a County-owned Credit Card to be used by the Coroner's Office – Coroner's Office
 - c) General Report
 - d) Other

E. Land Use and Development Committee – Chairman Gordon

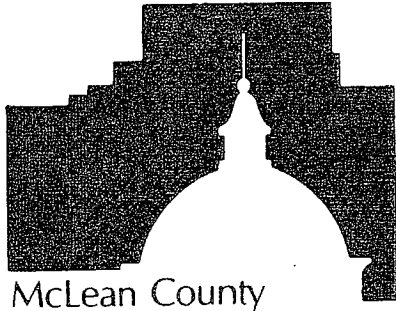
- 1) Items to be Presented to the Board:
- a) Request Approval of Application of Knob Hill Development, LLC for a Preliminary Subdivision Plan for 17 Residential Lots and one Out Lot in The Knob Hill Acres PUD Subdivision which is located in Randolph Township immediately North of the White Tail Ridge Subdivision, immediately west of Old US Route 51 and approximately ½ mile north of 525 North Road
 - b) General Report
 - c) Other

- F. Property Committee – Chairman Bostic
 - 1) Items to be Presented for Committee Action:
 - a) Request Approval to apply for a Department of Natural Resources Grant for a COMLARA County Park Trail Signage Project – Parks and Recreation 11-19
 - b) Request Approval of Watercraft Lease Agreement with Illinois State University – Parks and Recreation 20-26
 - 2) Items to be Presented to the Board:
 - a) General Report
 - b) Other
- G. Report of the County Administrator
 - 1) Items to be Presented to the Board:
 - a) General Report
 - b) Other

6. Other Business and Communications

7. Recommend Payment of Bills and Approval of Transfers, if any, to County Board

8. Adjournment



INFORMATION SERVICES

(309) 888-5100 FAX (309) 888-5124

115 E. Washington, Room 202 P.O. Box 2400 Bloomington, Illinois 61702-2400

**Information Services Status Report
February 14, 2006**

To the Honorable Members of the McLean County Executive Committee and the McLean County Board:

Following is a brief summary of issues addressed by Information Services since my last report in December of 2005.

General Administration:

Project Mgmt: IJIS – Data conversion meetings scheduled for the week of 2/20 with our vendor.
Project Mgmt: Devnet CAMA agreement signed – working on data translation from current system.
Project Mgmt: VOIP – Hosted DLG for cabling & network analysis
Met with Young Architects regarding LNJ remodeling telephony needs.

Hardware/Network

Installed UPS devices in Government Center network closets
Installation of new PCs through Sheriff's office and State's Attorney's office.
Worked on design to support GIS web hosting function.
Upgraded router firmware across the network.
Patched all unprotected PCs with current Antivirus.

Programming/Database/Web

Provided on-site support to Tazewell County.
Installed Tracview System
Addressed annexation/de-annexation information request.
Continued work on web-based tool for use by ESDA.
Began work on conversion of Criminal History in State's Attorney's office.

Respectfully submitted,

Craig Nelson

Craig Nelson
Director of McLean County Information Services

An Ordinance
Of the McLean County Board
Amending the 2006 Combined
Annual Budget and Appropriation Ordinance

WHEREAS, it has become necessary to reappropriate the unliquidated encumbrances of the prior Fiscal Year 2005 budget, and

WHEREAS, reappropriations in the amount of \$238,233.29 for the Fiscal Year 2005 would be added; and

WHEREAS, the Executive Committee has deemed it necessary and advisable to reappropriate the unliquidated encumbrances outstanding at the close of the 2005 Fiscal Year, now therefore,

BE IT ORDAINED, by the County Board of McLean County, Illinois, that the Fiscal Year 2006 budget is amended by reappropriation of the outstanding purchase orders at the close of the 2005 Fiscal Year as follows:

COUNTY GENERAL FUND/0001

COURT SERVICES - JUVENILE DETENTION

05-0000157	Bob Barker Company	\$1,234.38
TOTAL COURT SERVICES/JUVENILE DETENTION		\$1,234.38

SHERIFF

05-0000144	Ray O'Herron Co., Inc.	\$ 4,682.87
05-0000149	Identix, Inc.	\$19,135.00
05-0000158	D. M. Mattson, Inc.	\$52,700.00
05-0000175	Identix, Inc.	\$ 3,543.00
TOTAL SHERIFF		\$80,060.87

BUILDING AND ZONING

05-0000138	Sidwell Company, Inc.	\$ 5,896.00
TOTAL BUILDING AND ZONING		\$ 5,896.00

FACILITIES MANAGEMENT

05-0000133	Lincoln Office	\$11,250.00
05-0000177	Hunzeker Service Agency	\$ 6,000.00

TOTAL FACILITIES MANAGEMENT \$17,250.00

INFORMATION SERVICES

05-0000038	IBM Corporation	\$7,064.00
05-0000161	Dell Computer	\$ 319.50
05-0000168	CDW Government , Inc.	\$25,000.00
05-0000171	CDW Government, Inc.	\$7,448.62

TOTAL INFORMATION SERVICES \$39,832.12

TOTAL COUNTY GENERAL FUND \$144,273.37

HOMELAND SECURITY GRANT FUND/0005

05-0000110	Bob Ridings, Inc.	\$46,965.00
05-0000111	Bob Ridings, Inc.	\$ 5,500.00
05-0000128	Defense Group, Inc.	\$ 1,354.00

TOTAL HOMELAND SECURITY GRANT FUND/0005 \$53,819.00

AIDS/COMM.DISEASE/FUND 0107

05-0000145	U. S. Postmaster	\$1,778.17
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TOTAL AIDS/COMM.DISEASE/FUND 0107 \$1,778.17

T.B. CARE & TREATMENT/FUND 0111

05-0000162	Merle Pharmacy	\$3,000.00
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TOTAL T.B. CARE & TREATMENT/FUND 0111 \$3,000.00

HEALTH DEPARTMENT FUND/0112

05-0000163	Rogers Supply Company, Inc.	\$4,300.00
05-0000164	Heyworth Printing	\$2,500.00
05-0000165	City of Bloomington	\$1,200.00
05-0000166	George T. Schmidt, Inc.	\$1,210.00
05-0000167	4 Imprint	\$1,000.00
05-0000176	All Forms & Checks, Inc.	\$2,738.80
TOTAL HEALTH DEPARTMENT/FUND 0112		\$12,948.80

BRIDGE MATCHING/FUND 0120

05-0000142	Wissmiller and Evans	\$8,002.00
TOTAL BRIDGE MATCHING/FUND 0120		\$8,002.00

TORT JUDGEMENT/FUND 0135

05-0000148	Atrium Pharmacy, The	\$3,000.00
TOTAL TORT JUDGEMENT/FUND 0135		\$3,000.00

RECORDER DOCUMENT STORAGE/FUND 0137

05-0000174	Dell Computer Corporation	\$ 718.20
TOTAL RECORDER DOCUMENT STORAGE/FUND 0137		\$ 718.20

CIRCUIT CLERK/COURT DOCUMENT STORAGE/FUND 0142

05-0000139	Byers Printing	\$8,793.75
05-0000146	Byers Printing	\$1,900.00
TOTAL CIRCUIT CLERK/FUND 0142		\$10,693.75

GRAND TOTAL COMBINED FUNDS		\$238,233.29
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Adopted by the McLean County Board of McLean County, Illinois this 21st day of February 2006.

Michael F. Sweeney, Chairman
McLean County, Illinois

Attest: _____

Peggy Ann Milton, County Clerk
McLean County, Illinois

**A RESOLUTION TRANSFERRING MONIES FROM THE
WORKING CASH FUND 0002
TO THE PERSONS WITH DEVELOPMENTAL DISABILITIES FUND 0110,
CHILDREN'S ADVOCACY CENTER 0129,
F.I.C.A./SOCIAL SECURITY FUND 0130 AND
TO THE I.M.R.F. FUND 0131
FISCAL YEAR 2006**

WHEREAS, the County Board of McLean County heretofore appropriated monies for the purposes set forth in the Persons with Developmental Disabilities Fund 0110, the Children's Advocacy Center Fund 0129, the F.I.C.A./Social Security Fund 0130 and the I.M.R.F. Fund 0131 in the Fiscal Year 2006 Combined Annual Appropriation and Budget Ordinance; and,

WHEREAS, it is necessary to provide sufficient monies to meet ordinary and necessary expenses that have been budgeted; and,

WHEREAS, the County has heretofore established a Working Cash Fund and has accordingly collected a special tax therefore pursuant to statute; and,

WHEREAS, it is desirable to transfer to said funds, monies from said Working Cash Fund; and,

WHEREAS, the County Administrator has recommended the need for borrowing and transferring up to \$582,184.00 from the Working Cash Fund to the Persons with Developmental Disabilities Fund 0110, the Children's Advocacy Center Fund 0129, the F.I.C.A./Social Security Fund 0130 and the I.M.R.F. Fund 0131; and,

WHEREAS, the Finance Committee concurs with the County Administrator's recommendation and so recommends this resolution to the McLean County Board; now, therefore,

BE IT RESOLVED by the McLean County Board in regular session that the sum of up to \$582,184.00 be and the same is hereby ordered transferred on an as needed basis from the Working Cash Fund 0002 to the following funds as follows:

FROM:	Working Cash Fund 0002	<u>\$582,184.00</u>
TO:	Persons with Developmental Disabilities Fund 0110	\$159,161.00
	Children's Advocacy Center Fund 0129	\$ 8,769.00

(2)

F.I.C.A./Social Security Fund 0130 \$168,948.00

I.M.R.F. Fund 0131 \$245,306.00

Total: \$582,184.00

BE IT FURTHER RESOLVED that the Treasurer of McLean County be and is hereby directed to make such transfer of up to \$582,184.00 accordingly.

BE IT FURTHER RESOLVED that said County Treasurer be directed to immediately reimburse said Working Cash Fund on or before October 1, 2006, upon receipt of general property taxes until the full amount so transferred has been returned to the Working Cash Fund 0002.

BE IT FURTHER RESOLVED that the County Clerk transmit certified copies of this Ordinance to the County Administrator, County Auditor, and the County Treasurer.

ADOPTED by the County Board of McLean County, Illinois this 21st day of February, 2006.

ATTEST:

APPROVED:

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

Michael F. Sweeney, Chairman
McLean County Board

**AN ORDINANCE TRANSFERRING MONIES FROM THE
COUNTY GENERAL FUND 0001
TO THE TORT JUDGMENT FUND 0135
FISCAL YEAR 2006**

WHEREAS, the County Board of McLean County heretofore appropriated monies for the purposes set forth in the Tort Judgment Fund 0135 in the Fiscal Year 2006 Combined Annual Appropriation and Budget Ordinance; and,

WHEREAS, it is necessary to provide sufficient monies to meet ordinary and necessary expenses that have been budgeted; and,

WHEREAS, there are sufficient monies available in the County General Fund 0001 that may be drawn upon temporarily to meet this projected shortfall; and,

WHEREAS, it is desirable to transfer said monies; and,

WHEREAS, the County Administrator has recommended the need for borrowing and transferring up to \$1,349,107.00 from the General Fund 0001 to the Tort Judgment Fund 0135; and,

WHEREAS, the Finance Committee concurs with the County Administrator's recommendation and so recommends this Ordinance to the McLean County Board; now, therefore,

BE IT ORDAINED by the McLean County Board in regular session that the sum of up to \$1,349,107.00 be and the same is hereby ordered transferred on an as needed basis as follows:

FROM:	County General Fund 0001	<u>\$1,349,107.00</u>
TO:	Tort Judgment Fund 0135	<u>\$1,349,107.00</u>

BE IT FURTHER ORDAINED that the Treasurer of McLean County be and is hereby directed to make such transfer of up to \$1,349,107.00 accordingly.

BE IT FURTHER ORDAINED that said County Treasurer be directed on or before October 1, 2006 to reimburse said County General Fund 0001 after receipt of general property taxes until the full amount so transferred has been returned to these funds.

BE IT FURTHER ORDAINED that the County Clerk transmit certified copies of this Ordinance to the County Administrator, County Auditor, and the County Treasurer.

(2)

ADOPTED by the County Board of McLean County, Illinois this 21st day of February, 2006.

ATTEST:

APPROVED:

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

Michael F. Sweeney, Chairman
McLean County Board

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PROJECTED CASH FLOW FOR FISCAL YEAR 2006
 JANUARY 1, 2006 - MAY 31, 2006

COUNTY FUND	CASH BALANCE AS OF 12/31/05		REVENUE AS OF 5/31/06		EXPENDITURES AS OF 5/31/06		EST. BALANCE AS OF 5/31/06	
	ACTUAL	EST.	ACTUAL	EST.	ACTUAL	EST.	ACTUAL	EST.
General Fund 0001	6,304,246	7,794,639	7,950,532	14,254,778	10,438,310	10,855,842	3,398,935	3,398,935
Sub-Total	6,304,246	7,794,639	7,950,532	14,254,778	10,438,310	10,855,842	3,398,935	3,398,935
Persons Devel. Disabilities Fund 0110	39,973	60,791	39,974	79,947	234,423	239,108	(159,161)	(159,161)
TB Care & Treatment Fund 0111	196,020	30,125	30,657	226,677	101,027	103,577	123,100	123,100
Health Department Fund 0112	1,150,250	798,777	713,115	1,863,365	1,335,213	1,462,469	400,896	400,896
Highway Department Fund 0120	1,288,819	280,875	65,200	1,354,019	1,116,838	1,028,350	325,669	325,669
Bridge Matching Fund 0121	1,911,918	146,175	-	1,911,918	171,533	1,212,200	699,718	699,718
County Matching Fund 0122	1,256,672	109,700	-	1,256,672	95,074	362,500	894,172	894,172
Children's Advocacy Center Fund 0129	(9,308)	168,085	176,100	166,792	169,274	175,561	(8,769)	(8,769)
FICA - Social Security Fund 0130	304,835	210,006	318,600	623,435	761,907	792,383	(168,948)	(168,948)
IMRF Fund 0131	181,004	191,623	274,500	455,504	673,856	700,810	(245,306)	(245,306)
Tort Judgment Fund 0135	(514,008)	220,284	325,800	(188,208)	1,116,249	1,160,899	(1,349,107)	(1,349,107)
Veterans Assistance Commission 0136	70,814	15,474	24,500	95,314	49,558	51,540	43,774	43,774
Sub-Total	5,876,989	2,231,915	1,968,446	7,845,435	5,824,952	7,289,398	556,037	556,037
TOTAL	12,181,235	10,026,554	9,918,978	22,100,213	16,263,262	18,145,240		
Working Cash Fund	742,423		742,423					
TOTAL AVAILABLE	12,923,658		22,842,636					

McLEAN COUNTY – GRANT INFORMATION FORM

General Grant Information

Requesting Agency or Department: Parks & Recreation		This request is for: <input checked="" type="checkbox"/> A New Grant <input type="checkbox"/> Renewal/Extension of Existing Grant	
Granting Agency: Illinois Department of Natural Resources		Grant Type: <input type="checkbox"/> Federal, CFDA #: <input checked="" type="checkbox"/> State <input type="checkbox"/> Other	Grant Date: Start: 08/01/2006 End:
Grant Title: Recreational Trails Program			
Grant Total Amount (including match): \$4491		Grant Funding Method: <input checked="" type="checkbox"/> Reimbursement, Receiving Cash Advance <input type="checkbox"/> <input type="checkbox"/> Pre-Funded	
Total Match Amount (if applicable): \$1797 Required Match: \$898.00 Overmatch: \$899		Expected Initial Receipt Date:	
Will it be likely to obtain this grant again next FY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Source of Matching Funds (if applicable): 0001-0040-0042-621-0001 budget 2006	

Grant Costs Information

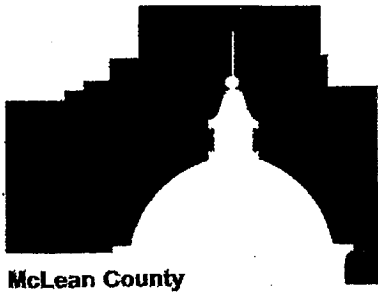
Will personnel be supported with this grant: <input type="checkbox"/> Yes (complete personnel portion below) <input checked="" type="checkbox"/> No		A new hire will be responsible for financial reporting: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																									
<table border="1"> <thead> <tr> <th align="center" colspan="2">Grant Expense Chart</th> </tr> <tr> <th align="left">Personnel Expenses</th> <th align="right">Costs</th> </tr> </thead> <tbody> <tr> <td>Number of Employees:</td> <td align="right">53 hours</td> </tr> <tr> <td>Personnel Cost</td> <td align="right">\$636</td> </tr> <tr> <td>Fringe Benefit Cost</td> <td align="right">\$</td> </tr> <tr> <td>Total Personnel Cost</td> <td align="right">\$636</td> </tr> <tr> <th align="left">Additional Expenses</th> <th></th> </tr> <tr> <td>Subcontractors</td> <td align="right">\$</td> </tr> <tr> <td>Equipment</td> <td align="right">\$3855</td> </tr> <tr> <td>Other</td> <td align="right">\$</td> </tr> <tr> <td>Total Additional Expenses</td> <td align="right">\$3855</td> </tr> <tr> <td>GRANT TOTAL</td> <td align="right">\$4491.00</td> </tr> </tbody> </table>		Grant Expense Chart		Personnel Expenses	Costs	Number of Employees:	53 hours	Personnel Cost	\$636	Fringe Benefit Cost	\$	Total Personnel Cost	\$636	Additional Expenses		Subcontractors	\$	Equipment	\$3855	Other	\$	Total Additional Expenses	\$3855	GRANT TOTAL	\$4491.00	Description of equipment to be purchased: 120 Poly Fiber Flexible Marker Posts and appropriate markings Description of subcontracting costs: NA	
Grant Expense Chart																											
Personnel Expenses	Costs																										
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Additional Expenses																											
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Other	\$																										
Total Additional Expenses	\$3855																										
GRANT TOTAL	\$4491.00																										
<p align="center"><i>Grant Total must match "Grant Total Amount" from General Grant Information</i></p>		Other requirements or obligations:																									

Responsible Personnel for Grant Reporting and Oversight:

William R. Wasson 01-26-06
 Department Head Signature Date 01/26/2006

 Grant Administrator/Coordinator Signature (if different) Date _____

OVERSIGHT COMMITTEE APPROVAL	
_____ Chairman	_____ Date



DEPARTMENT OF PARKS AND RECREATION
(309)726-2022 FAX (309)726-2025 www.mclean.gov
13001 Recreation Area Dr. Hudson, IL 61748-7594

TO: Honorable Chairman and Members, Property Committee

FROM: Bill Wasson, Director of Parks and Recreation

DATE: 01/29/06

RE: COMLARA County Park Trail Signage Project

The COMLARA County Park trail system is comprised of twenty-three miles of multi-use trails. Initial trail development in limited areas of the 2200 acre regional park began in 1973. Beginning in 1986, the Department began a long term commitment to construct and maintain approximately 20 miles of multi-use trails contained within the park's master plan. Over the past 5 years, the Department has worked with mountain bike users to add an additional 3 miles of trails of "single wide" trail design specifically for hiking and mountain bike use, with a tread width of approximately 3 feet. The majority of the trail system is currently double tread width of approximately 8 feet for hiking, mountain biking, and equestrian day use. Trails are considered a "natural surface trail". To improve accessibility, some trail sections are surfaced with compacted limestone fines or engineered wood fibers.

While the Department and its volunteer partners have maintained this system for the past 20 years, the McLean County Department of Parks and Recreation (MCDPR) has been challenged to develop funding to provide a uniform, user friendly and well recognized trail signage/marker system that will assist current and new users alike. Polyfiber posts have become recognized by most outdoor recreation users, due to their use by federal and state land management agencies.

The County Parks and Recreation Department anticipates expending approximately \$1,000 on materials for normal trail marker maintenance and replacement during 2006. This amount along with the in-house labor used for the project would equal the local match of 40% for this project proposal. The total cost of the project is \$4491.00, with a grant request of \$2,694.00.

Unfortunately, due to the fact that the County has not yet been provided notice on its Illinois Transportation Enhancement Grant application for the Historic Rt. 66 Bikeway project, we will be unable to submit a Trails application for that project during the 2006 Grant cycle, which has a March 1, 2006 deadline.

I respectfully request that the Property Committee recommend approval of the submission of this Recreational Trails Program grant application.

I. Project Location: McLean (County / Counties) Hudson(McLean), Kansas(Woodford) (Township / Townships)

IL Legislative (Senate) District(s): 53 IL Representative District(s): 106 Congressional District: 11
 Name: Dan Rutherford Name: Keith Sommer

J. Miles of Trails Constructed / Improved with this Project: 23 Miles of Trail Directly Linked with Proposed Project: na

K. Population Within Sponsor's Jurisdiction (Local Government Applicants Only): 155,000

L. Source(s) of Initial Project Funding: Note: ALL Illinois Recreational Trails Grant Programs operate on a reimbursement basis. Project sponsor must initially finance 100% of the project costs after DNR grant approval.)

General Funds Non-Referendum Bonds Referendum Bonds
 Donations: (specify: _____)
 Other Federal or State Funds (specify: _____)
 Other (specify: _____)

M. List any other prior state or federal funds involved in the proposed project facility or site. (list applicable project numbers and status):
NA

N. Complete Form RT/DOC-4, Narrative Statement to provide a brief/concise description of the proposed project.

O. Provide excerpt(s) / reference(s) from local, regional or State Trail/Recreation Plan that justifies or identifies the proposed project as a priority.

P. **Local government applicants** proposing the creation of a new trail within a linear, non-existing transportation corridor MUST conduct a Public Hearing, held specifically to solicit public review and comments on the proposed trail. Notice of the Hearing must be advertised in a local newspaper of general circulation at least seven (7) days prior to the Hearing date. Minutes of the Hearing, along with written comments received and a copy of the newspaper notice, must be submitted as part of the application.

Non-government applicants proposing a new, year-round trail or motorized use area MUST submit confirmation of project approval from local zoning board **OR if no local zoning regulations exist**, the applicant must submit a "certificate of publication" confirming that notice of project intent was published / advertised in the local newspaper AND confirmation that public notice of the project was posted at the local county courthouse and two (2) other prominent public locations in the county such as nearest municipal building, post office, etc. (See attached public notice form for posting)

Q. **Non -Government Applicant:**

1. Submit proof of \$1.0 million minimum liability insurance coverage for proposed project facility.
2. Club applicants submit verification of club's "incorporation" status with Sec. of State's Office.

PROJECT MAPS (no larger than 11" X 17")

Attachment #1 - Attach a county, township or city map showing the location and extent of the project trail. On the same map, also indicate location of, or links with, other trails in the immediate area AND the location of parks, schools & public buildings along the trail.

Attachment #2 - Attach a detailed **Project Boundary Map** (Survey / Plat Map, etc.) of the project trail ROW/property indicating dimensions and location of existing utility / road easements, etc.

Attachment #3 - Attach a **Project Development Plan** (drawn to scale). Include sketch of typical trail construction cross-section & of buildings (OHV applicants only) Also attach a 1:24,000 scale topographic (USGS quad) map or comparable map of the project area with the project site boundary lines and trail layout (or scramble area) clearly delineated on the map.

PROJECT COMPLIANCE CERTIFICATION STATEMENT and ENVIRONMENTAL ASSESSMENT STATEMENT

A. Complete and attach the Project Certification Statement (RT/DOC-5 form or RT/DOC-5a form) (original signature required)

B. Complete the Environmental Assessment Statement (EAS) form for the project including necessary inter-agency reviews and sign-offs as noted below. (original signature required) (Not applicable to STEF program)

1. IL Dept. of Agriculture regarding prime farmland impacts (Acquisition Projects Only)
2. Cultural Resources / Endangered Species / Wetland impacts (CERP Form & necessary NWI map)
3. Area wide Clearinghouse Notification, if applicable (Standard Form 424 & project maps)

RECREATIONAL TRAILS GRANT PROGRAMS
STATE OF ILLINOIS / DEPT. OF NATURAL RESOURCES

RT/DOC-4: PROJECT NARRATIVE STATEMENT
(Project description)

Instructions: Describe, at a minimum, the overall concept of the project, project funding, agencies involved, approach to implementation, project location, trail mileage to be provided through the project, need for the project, anticipated benefits and the proposed schedule of operation (daily and/or seasonal hours of operation) for the project facility.

The COMLARA County Park trail system is comprised of twenty-three miles of multi-use trails. Initial trail development in limited areas of the 2200 acre regional park began in 1973. Beginning in 1986, the Department began a long term commitment to construct and maintain approximately 20 miles of multi-use trails contained within the park's master plan. Over the past 5 years, the Department has worked with mountain bike users to add an additional 3 miles of trails of "single wide" trail design specifically for hiking and mountain bike use, with a tread width of approximately 3 feet. The majority of the trail system is currently double tread width of approximately 8 feet for hiking, mountain biking, and equestrian day use. Trails are considered a "natural surface trail". To improve accessibility, some trail sections are surfaced with compacted limestone fines or engineered wood fibers. All trails are open for public use, except as required to avoid erosion, rutting, or other damage. Trails are also closed to all those other than firearms hunters seven days per year. Park hours for day use activity are from 7 AM - 10 PM daily.

While the Department and it's volunteer partners have maintained this system for the past 20 years, the McLean County Department of Parks and Recreation (MCDPR) has been challenged to develop funding to provide a uniform, user friendly and well recognized trail signage/marker system that will assist current and new users alike. Polyfiber flexible marker posts have become recognized by most outdoor recreation users, due to their use by federal and state land management agencies. Park users have requested a standardized and improved marking system to improve their recreational experience. In addition, these markers will assist users in identifying their location and will assist emergency response personnel, receiving cell phone calls on trails within the park.

RECREATIONAL TRAILS GRANT PROGRAMS
STATE OF ILLINOIS/DEPT. OF NATURAL RESOURCES

RT/DOC-5: CERTIFICATION STATEMENT

Project Sponsor: McLean County Government
Project Title: COMLARA County Park Trail Signage Project

As the individual duly designated to represent the McLean County Government, I do hereby certify that the information presented in this grant application is true and correct. I do further certify that the project, if approved for funding, will be completed in accordance with the provisions set forth in the Recreational Trails Grant Manual and that the McLean County Government has the financial resources to initially fund 100% of the proposed project costs within the time frame imposed by the Department of Natural Resources for project execution prior to receiving grant reimbursement. It is understood that proposed acquisition projects (excluding those involving eminent domain) must be completed within nine (9) months and proposed development (equipment purchase) projects completed within 24 months following project approval by the Department of Natural Resources (DNR). Failure to complete said project within the specified time frame could be cause for project termination. In addition, failure to complete a project or withdrawal of a project due to lack of performance, insufficient funds or change in recreation priorities by the applicant shall result in the ineligibility of the project applicant for Illinois DNR grant assistance consideration in the next two (2) consecutive grant cycles.

The McLean County Government hereby further certifies that 1) It will indemnify, protect and hold harmless the State of Illinois, Department of Natural Resources and its representatives from any and all liabilities, costs, damages or claims arising as a direct or indirect result of the actions and/or omissions of the McLean County Government or its representatives in the construction, operation or maintenance of the above referenced project, and 2) that adequate public notice was given and local approval solicited on the proposed project and 3) that the facility will be operated and maintained in an attractive and safe manner, and open and available to the public without regard to race, color, sex, national origin, age, disability or place of residence in accordance with provisions of Illinois DNR trail grant program regulations.

This Certification Statement was duly acted upon and adopted by the McLean County Government on the 21 day of February, 2006 (applicant)
(month) (year)

Michael Sweeney
Name (printed / typed)

Signature
County Board Chairman
Title

Attested by: _____

ILLINOIS
DEPARTMENT OF NATURAL RESOURCES

E.A.S. - CERP FORM
CERP #: _____ **Due Date:** _____

CULTURAL RESOURCES, ENDANGERED SPECIES & WETLANDS REVIEW REPORT

Project Sponsor: McLean County Government
 Project Title/Site Name: COMLARA County Park Signage Project
 Contact Person: William Wasson, Director of Parks/Recreation
 Address: 13001 Recreation Area Dr. Hudson, IL 61748
 Phone: 309-726-2022 x222
 Date: February 21, 2006

Indicate Grant Program Type	
_____	Line Item
_____	OLT
_____	OSLAD/LWCF
_____	Bike
_____	Boat Access
_____	Snowmobile
<input checked="" type="checkbox"/>	OHV/RTP

Check appropriate response: New Project Application (not previously reviewed / considered by IDNR)
 Application Resubmittal *
 * If resubmittal, indicate the year(s) previously submitted: _____
 Has project proposal changed in scope or design layout from previous submittal(s)? Yes No
 If this is a development project was the property acquired with DNR funds? Yes No

Project Location: County: McLean
 USGS Numeric Location Designation: Township: T-25 Range: 2 East Section: 5,7,11,17,19,20

Please attach: 1) project site development plan
 2) photocopy of National Wetland Inventory (NWI) map showing project area.
 (Note: photocopy ONLY that portion of NWI map where project site is located. Copies should be no larger than 11"x17".)
 (Clearly delineate and identify the "project site/park boundary" on the map with a dashed black line)

NWI maps may be purchased from:

Center for Governmental Studies
 Northern Illinois University
 DeKalb, IL 60115
 tele: 815/753-0914

Size of Project Site: 2200 acres

(allow 2 - 4 weeks for receipt of maps)

(NWI maps may also be available from local and/or regional planning commissions.)

Concise Project Description: (Also, attach 2 sets of color photos of any existing buildings/structures on project site)
 The preparation and installation of approximately 115 trail guide and regulatory sign posts on a 23 mile system of recreational trails within 2200 acre COMLARA County Park. Posts shall be poly fiber type 4 foot posts and will include color coding, numerical marking, directional arrows. In addition, recreational activity logos will be included at trail heads and at such locations as permitted recreational activities change.

DEPARTMENT USE ONLY	Approved	Approved w/ Restrictions *	Comments*	Grant Adm. _____
Cultural Resources	_____	_____	_____	_____
T&E Species/ NP/Natural Area/LWR	_____	_____	_____	_____
Wetlands (Sec 404, see reverse side)	_____	_____	_____	_____
_____	_____	_____	_____	_____
OREPRR&C/CERP Coordinator	Date	* see attached letter/comment Signature indicates IDNR CERP sign-off for <u>ONLY</u> the project information included in this submittal. Any changes must be resubmitted for review.		

APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED	APPLICANT IDENTIFIER N.A.
1. TYPE OF SUBMISSION Application <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	STATE APPLICATION IDENTIFIER
		4. DATE RECEIVED BY FEDERAL AGENCY N.A.	FEDERAL IDENTIFIER N.A.
5. APPLICANT INFORMATION			
Legal Name County of McLean, IL Government		Organizational Unit Department of Parks and Recreation	
Address (Street, County, State and ZIP code) 115 E Washington Street, Rm 401, PO Box 2400 BLOOMINGTON, Illinois 61702-2400		Name and telephone number of person to be contacted on matters involving this application (give area code) William Wasson, Director of Parks/Recreation 309-726-2022 x222	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 37 - 6001569		7. TYPE OF APPLICANT (enter appropriate letter in box) <input checked="" type="checkbox"/> b A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify)	
8. TYPE OF APPLICATION <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify)		9. NAME OF FEDERAL AGENCY N.A.	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER Title: RECREATIONAL TRAILS GRANT PROGRAM		11. DESCRIPTIVE TITLE OF APPLICANTS PROJECT The preparation and installation of approximately 115 trail guide and regulatory sign posts on a 23 mile system of recreational trails within 2200 acre COMLARA County Park. Posts shall be poly fiber type 4 foot posts and will include color coding, numerical marking, directional arrows. In	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, Street, etc.) COMLARA COUNTY PARK -RURAL HUDSON,IL			
13. PROPOSED PROJECT Start Date 08/01/2006 Ending Date 12/31/2006		14. CONGRESSIONAL DISTRICTS OF Dist 11 of Illinois Applicant McLean County Government Project COMLARA Co. Park TRail Signage	
15. ESTIMATED FUNDING a. Federal 2,694 b. Applicant 1,797 c. State d. Local e. Other f. Program Income g. Total 4,491		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. YES. THIS PREAPPLICATION-APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE _____ b. NO. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
		17. IS THE APPLICATION DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If 'Yes', attach an explanation. <input type="checkbox"/> No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Type Name of Authorized Representative William Wasson		b. Title Director of Parks & Recreation	c. Telephone Number (309) 726-2022
d. Signature of Authorized Representative		e. Date Signed	



DEPARTMENT OF PARKS AND RECREATION
(309)726-2022 FAX (309)726-2025 www.mclean.gov
13001 Recreation Area Dr. Hudson, IL 61748-7594

TO: Honorable Chairman and Members, Property Committee

FROM: Bill Wasson, Director of Parks and Recreation

DATE: 01/29/06

RE: Watercraft Lease Agreement with Illinois State University

The Department of Parks and Recreation is recommending a continuation of the watercraft lease agreement which has been in place with Illinois State University the last nine years. This lease agreement is identical to the agreement approved by the County Board for 2005, other than dates of agreement. As watercraft inventory is anticipated to remain constant over the next three seasons, the Department and Illinois State University are recommending a 3 year agreement. Annual reporting and lease payments requirements are retained in the proposed lease agreement. The Agreement has previously been reviewed by the McLean County Department of Parks and Recreation, County Risk Management, and State's Attorney's Office staff.

This lease agreement provides for County Parks and Recreation Department use of University owned watercraft in operation of the Evergreen Lake Boat Rental Facility. In doing so, the County has been able to sustain and improve upon watercraft rental service to the public and begin a process of watercraft replacement over a period of years, without a substantial initial capital investment. A lease fee is paid to Illinois State University equaling 17% of gross receipts from rental of University watercraft.

In 2005, the boat rental generated gross income of \$17,232 with direct labor cost of \$ 2,726 for weekend attendants, an estimated maintenance and operational supplies cost of \$1150.00, and a lease payment to Illinois State University of \$659.60 (canoes & sailboat rental), leaving a net direct operational revenue of \$ 13846. Boat rental transactions are accomplished on weekdays from 8 am- 6pm by departmental staff at the Visitor Center and Swimming Beach.

I respectfully request that the Property Committee recommend approval of the Watercraft Lease Agreement with Illinois State University to be effective upon approval for the term from February 21, 2006 and expiring December 31, 2008.

LEASE AGREEMENT

This Lease Agreement entered into the 21st day February, 2006 by and between Illinois State University, hereafter referred to as the "University", and the McLean County Board, a body politic, hereafter known as the "County" for and on behalf of the McLean County Department of Parks & Recreation hereafter known as the "Department".

I. Subject of Agreement

The University hereby agrees to Lease watercraft and related equipment to the County of McLean, Illinois to be used for the operation of a boat rental facility at COMLARA County Park in rural Hudson, Illinois.

II. Terms of Lease

This Lease Agreement shall commence on February 21, 2006 and shall expire on December 31, 2008.

III. Description of Watercraft, Equipment and Commodity Items

A. WATERCRAFT

The University will provide watercraft necessary for operation of the boat rental facilities, to include a minimum of twenty one (21) 17 foot aluminum canoes, and two(2) sunfish sailboats (see attachment A).

B. EQUIPMENT

Equipment leased by the University to the County will include a public address system.

C. COMMODITIES

Commodity Items leased by the University to the County will be in three categories:

1. Replacement parts for watercraft - replacement parts will include the University's present inventory of replacement parts for various watercraft. Examples of these items will include extra daggerboards and rudders, oar locks, , extra sails, etc.. The present inventory of replacement parts may be used by the County during scheduled maintenance or whenever it is deemed necessary.
2. Rental Commodities - will include the University's present inventory of paddles, oars, personal floatation devices, anchors, etc.(see attachment B)
3. Soft Commodities - will include a copy of the University's Boat Concession operations manual.

IV. Terms of Lease

It shall be the County's responsibility to inspect all watercraft and rental commodities prior to the commencement of the lease. Any item found to be unsatisfactory shall be brought to the attention of the University so they may be repaired or removed from the inventory prior to implementation of the lease.

Upon acceptance of the rental commodities, it shall be the County's responsibility to perform regular maintenance on the rental commodities. The County shall be responsible for damage or loss of rental Commodities, excepting repairs necessary due to normal wear and tear. The County may at its discretion, repair or compensate the University as outlined in Attachment B for items otherwise damaged, lost, or absent from inventory. The University may inspect items and at their discretion, repair, replace, or delete them from the inventory with no penalty or breach of agreement.

Upon acceptance of the watercraft, it shall be the County's responsibility to perform regular maintenance on the watercraft. The County will repair or at County's discretion, compensate the University as outlined in Attachment A for said watercraft when damage or loss of watercraft result from actions of the County or the County's customers during rental operations. The County shall be responsible for loss of watercraft associated with or resulting from any and all causes, except Acts of God, including negligent operation of the watercraft during the term of the agreement. The County agrees to indemnify and hold harmless the University for any acts, errors, or injuries that may be incurred due to negligent operation of the equipment or commodities.

During the Lease period, total control and responsibility for the rental of watercraft and rental commodities to the public will rest with the County.

During the Lease period, the County shall notify the University of any watercraft that are no longer of use. The University shall inspect items and at their discretion repair, replace, or delete them from the inventory with no penalty or breach of agreement.

At the end of the Lease, the watercraft and rental commodities in current inventory will be returned to winter storage cleaned and in good repair, excepting normal wear and tear from rental operations.

V. Maintenance of Watercraft, Equipment, and Rental Commodities

A. WATERCRAFT

During the term of the lease, the County will perform at its sole cost and expense, all regular maintenance. The University will provide the County with regular maintenance schedules. An authorized agent of the University may inspect watercraft during the lease period to help insure that its watercraft are being maintained.

It will be the responsibility of the County to inspect all watercraft prior to rental to make sure they are safe and dependable. If watercraft are deemed unsafe or in need of repair, it shall be the County's responsibility to remove such equipment from the public's use. Said equipment shall be returned to University for its determination of disposal of state property.

B. EQUIPMENT

Equipment items presently under maintenance contract will be maintained by the University until the contracts expire. Once the Contracts expire, the continued use and maintenance of the equipment will be at the discretion of the County. Repairs for damage due to the negligence of the County will be at the County's expense.

C. COMMODITIES

1. Replacement parts for watercraft -The County will have at its disposal the University's present parts inventory for regular maintenance.
2. Rental Commodities - It shall be the County's responsibility to maintain the rental commodities specified in Attachment B. The University may inspect items and at their discretion, repair, place, or delete them from the inventory with no penalty or breach of agreement.

It will be the responsibility of the County to inspect all rental commodities prior to rental to make sure they are safe and dependable. If items are deemed unsafe or in need of repair, it shall be the County's responsibility to remove such equipment from the public's use. Said equipment shall be returned to University for its determination of disposal of State Equipment.

VI. Lease Fee and Compensation Payments

The Department will pay a franchise fee equal to and no greater than Seventeen(17%) percent of its gross receipts derived from rental of watercraft called for herein which shall represent a rate to the University for leasing of watercraft on or before the expiration date of this agreement. Gross receipts shall be defined as all monies received by the Department from the rental of watercraft provided, except taxes collected from customers for direct remittance to a duly authorized taxing agency, monies collected for lost, destroyed or damaged equipment leased by the Department, and monies returned to customers as refunds. Payment of Lease fee shall be made on or prior to December 31st of each year.

In addition, any compensation for inventory items as outlined in Section 4 and Attachment B of this agreement which the County is required to or chooses to make to the University in lieu of such items shall be made on or before December 31st of each year.

VII. Provision of Insurance

The County shall maintain at all times during the term of this Agreement general liability insurance with limits of at least \$1,000,000 per occurrence/\$3,000,000 aggregate for third party property damage, bodily injury or personal injury to others statutory Worker's Compensation, and employer's liability insurance with limits of no less than \$500,000. These coverages may be met by Self-Insurance, or Standard Form Insurance Coverage, or a combination of the two. The University shall maintain, at its discretion, insurance for catastrophic losses to its watercraft and rental commodities.

Proof of self-insurance and certificate of excess insurance or standard form insurance covering the term of this agreement must be provided prior to commencement of this agreement.

VIII. Watercraft Rental Charges to the Public

Determining watercraft rental charges shall be the responsibility of the County. The County will notify the University of the rental charges at the beginning of the lease agreement and whenever a new rate schedule is placed into effect.

IX. Accounting

A certified financial report covering all operations conducted under this agreement shall be submitted to the University annually on or before December 31 of each year. A monthly report covering revenues shall be submitted to the University. An official rental card will be issued with each rental. These cards shall be retained by the Department and will be made available to the University upon request. In addition, the Director of Recreation Services, or a duly authorized representative, shall have access to, and right to, examine any pertinent records of the department related to the operations under this agreement.

X. License of Boats

The County will be financially responsible for obtaining an Illinois Department of Natural Resources Rental Boat License for its operation and the watercraft. The University shall be responsible for the Illinois Title and Watercraft Registration fees for all its watercraft.

This Lease Agreement is hereby entered into on the 21st day of February, 2006 as witnessed the hands and seals of the parties hereto.

County of McLean, a body
politic and corporate

Michael F. Sweeney, Chairman of the
McLean County Board

ATTEST:

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

For Illinois State University

Attachment A

2006-2008 Lease Period

WATERCRAFT

Canoes	CR#	D.N.R.	ISU	Serial#	Value each
Lowline	1	2388RB	131539	LWN04872M74H-17C	\$125.00
	9	2351RB	131535	LWN04848M74H-17C	\$125.00
	16	2344RB	119478	LWN00163M74A-17C	\$125.00
	19	2330RB	119478	LWN00041M74A-17C	\$125.00
	20	2341RB	131528	LWN04780M74H-17C	\$125.00
	21	2340RB	131529	LWN04376M74A-17C	\$125.00
	22	2339RB	131791	LWN05525M74J-17C	\$125.00
	30	2379RB	131794	LWN05533M74J-17C	\$125.00
	38	2329RB	131789	LWN05534M74J-17C	\$125.00
Alumacraft	2	2387RB	150794	ACB1971PM82A	\$200.00
	3	2386RB	150795	ACB1974PM82A	\$200.00
	4	2385RB	150796	ACB1973PM82A	\$200.00
	7	2353RB	150797	ACB1972PM82A	\$200.00
	18	2342RB	150800	ACB1967PM82A	\$200.00
	31	2378RB	150799	ACB1968PM82A	\$200.00
	37	2332RB	150801	ACB1970PM82A	\$200.00
Grumman	13	2347RB	118777	GBP-05359-0373	\$150.00
	23	2338RB	131435	GBP-14100-0973	\$150.00
	25	2383RB	131434	GBP-13985-0973	\$150.00
	28	2331RB	118776	20554-GP-5-17	\$150.00
	39	2328RB	118961	GBP-04549-0373	\$150.00
Sailboats	1	768RB	156984	AMF10851M84G	\$300.00
	2	1784RB	168922	AIW24096C787	\$350.00

2006-2008 Lease Period

<u>Commodity Item</u>	<u>Number</u>	<u>Value each</u>
Lifejackets(PFD's)		
Adult jackets	68	\$2.00
Child	37	\$1.00
Paddles		
4 1/2 foot & 5 foot	58	\$4.00
Sail Paddles	14	\$2.00
Anchors	5	\$5.00