



FINANCE COMMITTEE AGENDA
Room 700, Law and Justice Center

Tuesday, June 1, 2004

4:00 p.m.

1. Roll Call
2. Approval of Minutes – May 4, 2004
3. Departmental Matters:
 - A. Don Lee, Director, Nursing Home
 - 1) Items to be Presented for Information:
 - a) Monthly Reports 1-3
 - b) General Report
 - c) Other
 - B. Peggy Ann Milton, County Clerk
 - 1) Items to be Presented for Information:
 - a) Semi-Annual Financial Reports for the Circuit Clerk, County Clerk, Coroner and the Sheriff for period July 1, 2003 – December 31, 2003 on file 4
 - b) General Report
 - c) Other
 - C. Ruth Weber, County Recorder
 - 1) Items to be Presented for Action:
 - a) Request Approval for Permission to Seek Bids for a Storage Area Network 5
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other

- D. Bob Keller, Director, Health Department
- 1) Items to be Presented for Action:
 - a) Request Approval of an Ordinance of the McLean County Board Amending the Fiscal Year 2004 Combined Appropriation and Budget Ordinance for Fund 0107 6-7
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other
- E. Becky McNeil, County Treasurer
- 1) Items to be Presented for Information:
(Documents to be provided at meeting)
 - a) Accept and place on file County Treasurer's Monthly Financial Reports as of May 31, 2004
 - b) General Report
 - c) Other
- F. Bill Yoder, State's Attorney
- 1) Items to be Presented for Action:
 - a) Request Approval of a Resolution Amending the Funded Full-time Equivalent Positions Resolution for Fiscal Year 2004 – Children's Advocacy Center Grant Funded Attorney 8
 - b) Request Approval of a Resolution Amending the Funded Full-time Equivalent Positions Resolution for Fiscal Year 2004 – Illinois Criminal Justice Information Authority Multi-Disciplinary Domestic Violence Grant 9
 - 2) Items to be Presented for Information:
 - a) General Report
 - b) Other
- G. John M. Zeunik, County Administrator
- 1) Items to be Presented for Action:
 - a) Request Approval of a Resolution Amending the Funded Full-time Equivalent Positions Resolution In the Sheriff's Department for Fiscal Year 2004 – Illinois Criminal Justice Information Authority Multi-Disciplinary Domestic Violence Grant 10

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

4. Recommend Payment of Bills and Transfers, if any, to County Board
5. Adjournment

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McLEAN COUNTY NURSING HOME

ACCRUED EXPENDITURE

Prt Date May 25, 2004

	2004 BUDGET	2004 MONTHLY ALLOC	APRIL, 2004 ACCRUED EXPENSE	YTD ALLOC	ADJUSTED YTD EXPENSE	REMAINING BUDGET	YTD VARIANCE AMOUNT	PER CENT OF BUDGET SPENT	PROJECTED EXPENSE 12/31/04
SALARIES	3,123,489	256,725	266,372	1,035,419	1,059,406	2,064,083	2,064,083	34%	3,195,730
IMRF	198,029	16,276	16,888	65,648	67,213	130,816	1,565	34%	202,750
MED/LIFE	358,680	11,070	29,400	118,905	118,580	240,100	(325)	33%	357,700
SOC/SEC	238,947	19,639	20,377	79,213	81,101	157,846	1,888	34%	244,643
VAC LIAB	25,000	2,055	2,049	8,288	8,265	16,735	(23)	33%	24,932
SELLBACK	0	0	0	0	0	0	0	0%	#DIV/0!
PERSONNEL	3,944,145	305,765	335,086	1,307,472	1,334,565	2,609,580	27,093	34%	4,025,755
COMMODITIES	641,077	52,691	48,543	212,521	182,853	458,224	(29,668)	29%	551,583
CONTRACTUAL	1,261,189	103,290	90,484	418,093	381,228	879,961	(36,865)	30%	1,149,984
CAPITAL	161,294	13,257	4,706	53,470	12,409	148,885	(41,061)	8%	37,432
GRAND TOTAL	6,007,705	475,003	478,819	1,991,557	1,911,055	4,096,650	(80,501)	32%	5,764,754

McLEAN COUNTY NURSING HOME

ACCRUED REVENUE

Prt Date May 25, 2004

	2004 BUDGET	2004 MONTHLY ALLOC	APRIL, 2004 ACCRUED REVENUE	YTD ALLOC	ADJUSTED YTD REVENUE	REMAINING BUDGET	YTD VARIANCE AMOUNT	OF BUDGET SPENT	PROJECTED REVENUE 12/31/04
MEDICARE REVENUE	775,400	63,732	64,203	257,050	189,169	586,231	(67,882)	24%	570,633
IDPA REVENUE	2,581,280	212,160	227,727	855,712	856,780	1,724,500	1,068	33%	2,584,501
SCHOOLING REIMB	0	0	0	0	0	0	0	#DIV/0!	0
JDC LAUNDRY	7,100	584	619	2,354	1,918	5,182	(436)	27%	5,784
JDC FOOD	31,501	2,589	2,840	10,443	9,076	22,425	(1,367)	29%	27,378
MEALS	500	41	21	166	73	427	(93)	15%	220
PVT PAY REVENUE	1,862,980	153,120	152,538	617,584	663,996	1,198,964	46,412	36%	2,002,962
UNCLASS	7,300	600	1,120	2,420	1,532	5,768	(888)	21%	4,621
INTEREST EARNED	41,604	3,420	1,947	13,792	6,477	35,127	(7,315)	16%	19,539
SALE OF ASSETS	0	0	0	0	0	0	0	#DIV/0!	0
TRANSFER IN	424,373	34,880	34,779	140,683	138,679	285,694	(2,003)	33%	418,330
TELEPHONE REIMB	0	0	1,080	0	3,960	(3,960)	3,960	#DIV/0!	11,945
TOTAL ACC REVENUE	5,732,018	471,125	486,873	1,900,203	1,871,659	3,860,359	(28,544)	33%	5,645,914
TOTAL ACC REVENUE	5,732,018	471,125	486,873	1,900,203	1,871,659	3,860,359	(28,544)	33%	5,645,914
LESS ACCRUED EXPENSE	(6,007,705)	(475,003)	(478,819)	(1,991,557)	(1,911,055)	(4,096,650)	80,501	32%	(5,764,754)
ACC REV - (ACC EXP)	(275,687)	(3,878)	8,054	(91,353)	(38,396)	(236,291)	51,957		(118,840)
PLUS CAP EXP	0	13,257	4,706	53,470	12,409	148,885	(41,061)		37,432
ACC BALANCE	(275,687)	9,379	12,760	(37,883)	(26,987)	(87,406)	10,896		(81,408)

MCLEAN COUNTY NURSING HOME

CENSUS Report - 2003

MONTH	AVG MEDICARE	AVG PVT PAY	AVG IDPA	AVG BED HOLD	AVG CENSUS	AVG VACANT
JANUARY	4.97	48.29	75.13	1.68	130.07	19.93
FEBRUARY	4.59	48.97	75.31	1.21	130.08	19.92
MARCH	7.13	44.42	79.84	1.42	132.81	17.19
APRIL	8.47	43.80	85.07	0.97	138.31	11.69
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						

YTD AVERAGE 6.29 46.37 78.84 1.32 132.82 17.18
 % OF CAPACITY 4.19% 30.91% 52.56% 0.88% 88.55% 11.46%



**PEGGY ANN MILTON
COUNTY CLERK**

(309) 888-5190

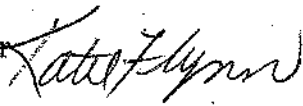
Fax (309) 888-5932

Tax Extension (309) 888-5187

Voter's Registration (309) 888-5186

104 W. Front Room 704 Bloomington, IL 61701

E-mail: peggyann@mclean.gov Website: www.mclean.gov

DATE: April 28, 2004
TO: Honorable Michael Sweeney, Chairman, McLean County Board
FROM: Katie Flynn, Tax Administrator 
RE: Semi-Annual Financial Reports

Please be advised that the July 1, 2003 through December 31, 2003 Semi-Annual Financial Reports are on file in the McLean County Clerk's office for the following McLean County Departments:

- Circuit Clerk
- Clerk
- Coroner
- Sheriff

Please notify the County Board accordingly.

Thank you.

cc: John Zeunik

"We look forward to serving you."



Ruth Weber
County Recorder
(309) 888-5171 Fax (309) 888-5927 e-mail: ruth@mclean.gov
104 W. Front, Room 708 P.O. Box 2400 Bloomington, Illinois 61702-2400

Request Permission to Seek Bids for Storage Area Network

June 1, 2004

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

The Office of the Recorder and Information Services respectfully request permission to seek bids for a Storage Area Network (SAN). A SAN is a group of large-scale computer storage devices that provide storage in a flexible manner when standard disk drive storage is no longer an adequate solution.

Information Services believes that the disk space originally specified by Cott Systems is no longer an adequate solution. The Cott system uses a directory system which is extremely space intensive. Additionally, the image conversions that were performed during the load of these images from the former Fidlar recording system yielded slightly larger images than the original images.

Currently the disk drive housing the Database for the Office of the Recorder has a capacity of 146,523,922,840 bytes, or 146 GB. The capacity remaining is 11,527,589,888 bytes, or 11 GB. Server disk drive capacities are charted monthly by Information Services. Below is a chart demonstrating the usage of space over the past few months:

Month	Bytes Free
January	14,902,518,910
February	13,654,092,690
March	12,948,880,634
Current	11,092,905,984

The anticipated cost of this SAN is between \$30,000 and \$50,000. Sufficient monies are available in the Fiscal Year 2004 Recorder's Document Storage Fund to accommodate this expense.

Having faced this space dilemma twice within a five year period, Information Services is recommending a SAN solution of at least 500GB which will result in at least a 20 year storage solution while still providing storage for conversion should a new System be necessary within that 20 year timeframe.

Information Services would like to address this situation before it reaches a critical point. We expect the bid process to require at least two months and are therefore requesting permission to move forward seeking bids at this time.

We will gladly answer any questions you may have.

Respectfully submitted,

Ruth Weber
McLean County Recorder

Craig Nelson
Director, Information Services



Health Department

200 W. Front St. Room 304 Bloomington, Illinois 61701 (309)888-5450

Memorandum

To: Honorable Members McLean County Board Finance Committee

From: Robert J. Keller, Director

Re: Budget Amendment

Date: May 20, 2004

Please find attached a budget amendment for a Health Department continuing grant program related to West Nile Virus Mosquito Testing program. Below is a description of the amendment:

West Nile Virus Mosquito Testing Grant Fund 0107

In Fiscal Year 2003 the McLean County Health Department was selected by the Illinois Department of Public Health as one of ten counties to conduct surveillance for the presence of West Nile virus within *Culex* mosquitoes. The McLean County Health Department has been notified that the grant is being continued for the period June 15, 2004 through June 15, 2006. The grant calls for the purchase and maintenance of six VecTest gravid traps along with laboratory supplies. The testing process calls for placing 6 VecTest traps in three pre-selected strategic locations within McLean County. Each trap will be primed and mosquitoes collected twice per week. The department will then test each mosquito pool to determine the presence of West Nile virus. Mosquito testing is not in lieu of early surveillance of crows and jays. Positive test results within bird samples provide evidence of the presence of WNV within the host population and usually precede the first human case by 8 to 12 weeks. The presence of WNV in mosquito pools signals the presence of the virus within the vector and precedes the first human case by 3 to 4 weeks. This will help provide the community with a more precise sentinel of the probability of transmission of the disease to humans and will help reinforce prevention messages. In addition to testing materials, the grant will cover a portion of time for an environmental health intern to carry out the program. There is no accompanying FTE resolution amendment since the position already exists within Fund 0112. For the purpose of this grant, the intern's time will be charged to Fund 0107 through the payroll system.

An Ordinance of the McLean County Board
Amending the 2004 Combined
Appropriation and Budget Ordinance for Fund 0107

WHEREAS, Chapter 55, Section 5/6-1003 of the Illinois Compiled Statutes (1992) allows the County Board to approve appropriations in excess of those authorized by the budget; and,

WHEREAS, the McLean County Health Department has requested an amendment to the McLean County Fiscal Year 2004 appropriation in Fund 0107 Infectious Disease program, and the Board of Health and Finance Committee concur; and,

WHEREAS, the County Board concurs that it is necessary to approve such amendment, now, therefore,

BE IT ORDAINED AS FOLLOWS:

1. That the Treasurer is requested to increase revenue line 0407-0084 West Nile Virus Testing Grant - in Fund 0107, Department 0061, Program 0061, by \$9,561 from \$19,055 to \$28,616.

2. That the County Auditor is requested to create appropriations in the following line item accounts in Fund 0107, Department 0061, Program 0061, Infectious Disease Program as follows:

LINE	DESCRIPTION	PRESENT AMOUNT	INCREASE	NEW AMOUNT
0503-0001	Full-time Employee	\$ 2,315	\$ 1,853	\$ 4,168
0516-0001	Intern	\$ 1,300	\$ 3,600	\$ 4,900
0599-0001	County IMRF	\$ 150	\$ 91	\$ 241
0599-0002	Employee Medical	\$ 140	\$ 40	\$ 180
0599-0003	Social Security Contrib.	\$ 275	\$ 417	\$ 692
0621-0001	Operational Supplies	\$ 500	\$ 1,320	\$ 1,820
0718-0001	Schooling and Conference	\$ 0	\$ 240	\$ 240
0793-0001	Travel	\$ 300	\$ 2,000	\$ 2,300
TOTALS:		\$ 4,980	\$ 9,561	\$ 14,541

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

Adopted by the County Board of McLean County this _____ day of _____, 2004.

ATTEST:

APPROVED:

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

Michael F. Sweeney Chairman of the
McLean County Board

**RESOLUTION AMENDING THE FUNDED
FULL-TIME EQUIVALENT POSITIONS RESOLUTION
FOR 2004**

WHEREAS, the McLean County Board adopted a Funded Full-Time Equivalent Positions (FTE) Resolution on November 18, 2003 which became effective on January 1, 2004; and,

WHEREAS, the State's Attorney's Office has received new state and local grant resources which will support an additional Assistant State's Attorney III who will be assigned to the Children's Advocacy Center to prosecute child abuse cases, and which are expected to provide sufficient funding to do so on an ongoing basis; and,

WHEREAS, the Finance Committee, at its regular meeting on June 7, 2004, recommended the approval of this change in the Full-Time Equivalent Positions Resolution for 2004 Fiscal Year; now, therefore,

BE IT RESOLVED, by the County Board of McLean County, Illinois, now in regular session, that the Funded Full-Time Equivalent Positions Resolution be and hereby is amended as follows:

<u>Fund-Dept-Program</u>	<u>Pay Grade</u>	<u>Position Classification</u>	<u>Full-Time</u>		
			<u>Adopted</u>	<u>Amend</u>	<u>New</u>
State's Attorney's Office 0001-0020-0019	12	Assistant State's Atty. III 0503.1107	7.50	0.50	8.00

BE IT FURTHER RESOLVED by the County Board of McLean County, Illinois that the County Clerk is hereby directed to provide a certified copy of this Resolution to the State's Attorney's Office, the County Treasurer, and the County Administrator's Office.

ADOPTED by the McLean County Board this 15th day of June, 2004.

ATTEST:

APPROVED:

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

Michael F. Sweeney, Chairman
McLean County Board

e:john/cobd/fteres_sao_cacgrantjun.04

**RESOLUTION AMENDING THE FUNDED
FULL-TIME EQUIVALENT POSITIONS RESOLUTION
FOR 2004**

WHEREAS, the McLean County Board adopted a Funded Full-Time Equivalent Positions (FTE) Resolution on November 18, 2003 which became effective on January 1, 2004; and,

WHEREAS, the State's Attorney's Office has obtained a grant to fund two positions relating to a multidisciplinary approach to domestic violence; and,

WHEREAS, the Finance Committee, at the meeting on June 1, 2004, recommended the approval of this change in the Full-Time Equivalent Positions Resolution for the remainder of the 2004 Fiscal Year; now, therefore,

BE IT RESOLVED, by the County Board of McLean County, Illinois, now in regular session, that the Funded Full-Time Equivalent Positions Resolution be and hereby is amended as follows:

<u>Fund-Dept-Program</u>	<u>Pay Grade</u>	<u>Position Classification</u>	<u>Full-Time</u>		
			<u>Now</u>	<u>Amend</u>	<u>New</u>
0001-0020-00XX	8	0503.1106 (full-time) Assistant State's Attorney II	0.00	0.50	0.50
0001-0020-00XX	11	0503.0016 (full-time) Admin. Support Supervisor II	0.00	0.50	0.50
TOTAL			0.00	1.00	1.00

BE IT FURTHER RESOLVED by the County Board of McLean County, Illinois that the County Clerk is hereby directed to provide a certified copy of this Resolution to the State's Attorney's Office, the County Treasurer, and the County Administrator's Office.

ADOPTED by the McLean County Board this 15th day of June, 2004.

ATTEST:

APPROVED:

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

Michael F. Sweeney, Chairman
McLean County Board

**RESOLUTION AMENDING THE FUNDED
FULL-TIME EQUIVALENT POSITIONS RESOLUTION
FOR 2004**

WHEREAS, the McLean County Board adopted a Funded Full-Time Equivalent Positions (FTE) Resolution on November 18, 2003 which became effective on January 1, 2004; and,

WHEREAS, the Sheriff's Department has obtained a grant to fund a deputy position relating to a multidisciplinary approach to domestic violence; and,

WHEREAS, the Finance Committee, at the meeting on June 1, 2004, recommended the approval of this change in the Full-Time Equivalent Positions Resolution for the remainder of the 2004 Fiscal Year; now, therefore,

BE IT RESOLVED, by the County Board of McLean County, Illinois, now in regular session, that the Funded Full-Time Equivalent Positions Resolution be and hereby is amended as follows:

<u>Fund-Dept-Program</u>	<u>Pay Grade</u>	<u>Position Classification</u>	<u>Full-Time</u>		
			<u>Now</u>	<u>Amend</u>	<u>New</u>
0001-0029-00XX	U	0503.3001 (full-time) Deputy Patrol Officer	0.00	0.50	0.50
		TOTAL	0.00	0.50	0.50

BE IT FURTHER RESOLVED by the County Board of McLean County, Illinois that the County Clerk is hereby directed to provide a certified copy of this Resolution to the Sheriff's Office, the County Treasurer, and the County Administrator's Office.

ADOPTED by the McLean County Board this 15th day of June, 2004.

ATTEST:

APPROVED:

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

Michael F. Sweeney, Chairman
McLean County Board