

AGENDA
MCHENRY COUNTY BOARD
667 WARE ROAD – COUNTY BOARD ROOM
WOODSTOCK, ILLINOIS
TUESDAY, NOVEMBER 15, 2011 – 7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. INVOCATION/PERSONAL REMARKS (Sandra Fay Salgado)
4. INTRODUCTORY ROLL CALL
5. MINUTES OF PREVIOUS MEETINGS (November 1, 2011) (COW November 1, 2011)
6. CHAIRMAN'S REMARKS/REPORTS
7. SPECIAL RECOGNITION/REPORTS
8. SPECIAL PRESENTATIONS
9. ZONING BOARD OF APPEALS
 - 9.05 ZBA CONSENT AGENDA
 - A. Exb. # 11-29: Marengo Township, John and Kathy Burns, request reclass of A1C/A2C-A1CV/A2CV, RECOMMEND APPROVAL
 - 9.10 ZBA REGULAR AGENDA
 - 9.15 ZBA UNFINISHED BUSINESS
10. PLATS
11. PUBLIC COMMENT
12. NEW AND UNFINISHED BUSINESS
13. APPOINTMENTS
 - 13.05 McHenry County Emergency Telephone System Board
 - 13.01 McHenry County Housing Commission
14. STANDING COMMITTEE CHAIRMAN UPDATES
15. **ROUTINE CONSENT AGENDA**
 - 15.05 RECEIPT OF STATUTORY REPORTS AND PLACED ON FILE
 - A. County Clerk
 - B. Emergency Management Agency
 - C. Public Defender
 - D. County Recorder
 - E. Sheriff's Report
 - F. Treasurer's Report
 - 15.10 APPROVE THE FOLLOWING RECOMMENDATIONS
 - A. BUILDING PROJECTS
 - B. FINANCE AND AUDIT
 - (05) Resolution Authorizing Workers' Compensation Claim Settlement No. 10-3210-15
 - (10) Resolution Authorizing Workers' Compensation Claim Settlement Numbers 07-8200-03 and 09-8200-02
 - (15) Resolution Authorizing Approval of the County of McHenry's Property and Casualty Insurance Program for FY2011-2012
 - (20) Resolution Authorizing Monthly Transactions for the Delinquent Tax Program
 - (25) Resolution Authorizing Acceptance of a Technical Assistance Grant from the Chicago Metropolitan Agency for Planning, a Contract with Camiros, Ltd for Developing a Neighborhood Subarea Plan, and an Emergency Appropriation to the FY 2011 Planning and Development Budget **
 - (30) Resolution Authorizing the Designation of the Office of the State's Attorneys Appellate Prosecutor

- (35) Resolution Authorizing Entering Into a Contract with SourceHOV for Scanning, Microfilming and Destruction of Divorce Case Files Held by the Circuit Clerk's Office
- (40) Resolution Authorizing the Acceptance of a Bureau of Justice (BJA) Drug Court Implementation Grant and a Budget Adjustment to the Fiscal Year 2012 Special Courts Budget
- (45) Resolution Authorizing a Budget Line Item Transfer in the Emergency Management Agency's FY 2011 Budget
- (50) Resolution Authorizing a Budget Line Item Transfer in the Law Library Fiscal Year 2011 Budget
- (55) Resolution Authorizing a Contract with New Dawn Technologies, Inc. for Justware Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget **
- (60) Resolution Authorizing the Purchase of Television/Satellite Equipment and a Budget Line Item Transfer in the Valley Hi Nursing Home FY2011 Budget
- (65) Resolution Authorizing Nunc Pro Tunc a Joint Agreement with the U.S. Department of the Interior/U.S. Geological Survey for Water Resources Investigations and an Emergency Appropriation to the Fiscal Year 2011 Ground Water Resource Division Budget **
- (70) Resolution Identifying Work Contracts to Installment Purchase Agreements
- C. HUMAN RESOURCES
- D. LAW & JUSTICE
- E. LEGISLATIVE AND INTERGOVERNMENTAL AFFAIRS
- F. LIQUOR & LICENSE
- G. MANAGEMENT SERVICES
- H. NATURAL AND ENVIRONMENTAL RESOURCES
- I. PLANNING AND DEVELOPMENT
 - (05) Resolution Authorizing Approval of the McHenry County 2012 Annual Action Plan for HUD Programming
- J. PUBLIC HEALTH AND HUMAN SERVICES
- K. TRANSPORTATION
 - (05) Resolution Approving a Construction Engineering Services Agreement for the Illinois Route 31 at Virginia Road and Klasen Road Project
 - (10) Resolution Approving an Intergovernmental Agreement with the State of Illinois for the Construction Engineering and Construction of the Illinois Route 31 at Virginia Road and Klasen Road Project
 - (15) Resolution Setting the 2012 Meeting Dates for the Transportation Committee

16. ORDINANCES

- 16.05 For Review
 - A. Ordinance Setting Juror Pay and Mileage Reimbursement Rate
- 16.10 For Action
 - A. Ordinance Annual Budget and Appropriation Ordinance for the County of McHenry, Illinois for the Fiscal Year December 1, A.D., 2011 through November 30, A.D., 2012
 - B. Ordinance Providing for the Levy of Taxes for McHenry County, Illinois for the Fiscal Year December 1, 2011 Through November 30, 2012

- 17. ADMINISTRATOR'S REPORT
- 18. MEMBERS' COMMENTS
- 19. EXECUTIVE SESSION
- 20. OTHER BUSINESS, AS NEEDED
- 21. ADJOURNMENT

****All emergency appropriations require a two-thirds vote (16) of the Members of the County Board**

MCHENRY COUNTY BOARD
MINUTES OF THE REGULAR SESSION MEETING
NOVEMBER 1, 2011

Chairman of the Board – Kenneth D. Koehler (District 2)

District 1
Robert Bless
Anna May Miller
Marc Munaretto
Robert Nowak

District 2
J.S. "Scott" Breeden
James Heisler
Kenneth Koehler
Donna Kurtz

District 3
Mary L Donner
Nick Provenzano
Kathleen Bergan Schmidt
Barbara Wheeler

District 4
Sue Draffkorn
John Hammerand
Pete Merkel
Sandra Fay Salgado

District 5
Tina Hill
John P Jung Jr.
Virginia Peschke
Paula Yensen

District 6
Randall Donley
Diane Evertsen
Mary McCann
Ersel C Schuster

The Honorable County Board of McHenry County, Illinois met in Regular Session on Tuesday, November 1, 2011.

Chairman Koehler called the meeting to order at 9:00 a.m. The Pledge of Allegiance to the Flag was led by County Clerk Katherine Schultz with Members of the Board, department heads and visitors participating. Mr. Provenzano gave the invocation/personal remarks.

ROLL CALL

The roll was called by County Clerk Katherine Schultz. The following members responded: Yensen, Bless, Donley, Donner, Draffkorn, Evertsen, Hammerand, Heisler, Hill, Jung, Kurtz, McCann, Merkel, Miller, Nowak, Peschke, Provenzano, Salgado, Schmidt, Schuster, Wheeler and Koehler. Absent: Breeden and Munaretto. Parliamentarian Jamie Rein was present. Chairman Koehler declared a quorum present with twenty-two members responding. Mr. Breeden arrived after the roll was called.

MINUTES

Minutes of County Board Regular Session meeting of October 18, 2011

Mr. Heisler made a motion seconded by Ms. Donner to approve the above-named minutes.

Chairman Koehler asked if there were any changes or corrections. Ms. Schuster noted some typo's which will be corrected. The Chairman asked for a voice vote, the ayes having it, he declared the motion to approve County Board minutes of October 18th, 2011 with corrections have passed.

CHAIRMAN'S REMARKS

Chairman Koehler said he and Mr. Austin were in Springfield last week working with Metro Counties on getting a new Executive Director. The process went well as they had five very good candidates. They did choose one person and the offer is presently being made. The Chairman said he will bring an update to the board as they move forward.

Chairman Koehler said Chief Judge Sullivan is here to speak to the board about Agenda item 11.05 so that will be moved up on the agenda.

NEW AND UNFINISHED BUSINESS

11.05 *Resolution Authorizing a contract with New Dawn Technologies Inc. for JustWare Case Management software and an emergency appropriation to the Non-Departmental Fiscal Year 2011 budget ***

Mr. Provenzano made a motion seconded by Mr. Nowak to approve the above-named resolution.

Mr. Provenzano made a **motion to amend** seconded by Mr. Breeden **to remove the words "and the Finance & Audit Committee" from the last Whereas paragraph.**

Chairman Koehler asked for any discussion on the motion to amend. Mr. Breeden said he would like to see the contract prior to this going to Finance & Audit because he has memories of another contract pursuant to this same software application and was very disappointed in what was in that contract. He would like to be prepared knowing what is in the contract before it going to the committee.

Noting no further discussion on the motion to amend, the Chairman asked for a voice vote, the ayes having it he declared the motion to amend **to remove the words "and Finance & Audit Committee" from the last Whereas paragraph** has passed.

Chairman Koehler asked State's Attorney Lou Bianchi to come forward to speak on the system being recommended and its importance to his office. Mr. Bianchi said with this software his office would become more efficient and it would be cheaper and faster for his staff to work. He looked at this as a technology table where currently it is a table with three legs and they need one more to make it complete. Mr. Bianchi said when he came into office in 2004 it took six months to archive 600 boxes. Ideally with the new system, he would like to see his office go completely paperless and each attorney have an iPad to go into court with and use in the office. He feels his office needs to be integrated to be able to obtain police reports electronically as well as being able to get things electronically from the Public Defender's office. Mr. Bianchi said this company is one of the best out there and systems can be tweaked depending upon the needs of the office. Both the Public Defender and Mr. Bianchi agree that it will take some time to learn the system but it will be worth it in the end. Mr. Bianchi said he is concerned about efficiency and doesn't want people to get lost in the system.

Tom Sullivan of IT noted that this system will not only benefit the individual offices it will benefit the integrated justice community at the county. Chief Judge Sullivan came forward and said the Circuit Clerk's office, Probation and the Sheriff's office have a system to communicate efficiently through. The State's Attorney's office is a very important part of this system and unless they have the State's Attorney and Public Defender involved he doesn't feel they have an integrated software system. In listening to everything that has been presented Judge Sullivan believes this is very important. He said as the Chairman of the Government's Committee he strongly urged the County Board to consider and support this program.

Mr. Provenzano said as the COW meeting concluded a short time ago the board was introduced to the long term road map for completing the integration. In this resolution today we are only looking at the State's Attorney and Public Defender's component. The second part of the presentation, which was asked to be put in there, was so that we could understand what the big picture looked like and what we were continuing to agree to build as we move forward. He said there are four or five large components that make up the Integrated Criminal Justice System and most of those are completed with the exception of the State's Attorney and the Public Defender's modules. The other integration projects are things that have been identified as lower priority items that would enhance the value of the system as we move forward. Notably, the top ten have been identified and prioritized by the Government's Committee as the most important value items that they should be looking at first. Today the board is only looking at the State's Attorney and Public Defender modules.

Ms. Schuster said she needs reassurance that the original Circuit Clerk's program that was put together is going to integrate into these programs or will we have to go back and put a different program in the Circuit Clerk's office. Mr. Sullivan said the Circuit Clerk's office does have a map of the data base and they have the vendor, ISS, who can help navigate that map and pull out the correct data to push over to the SAO. This will cost some money but money was put into this \$1.5 million they are asking for specifically for that. He doesn't believe we will have to redo the Circuit Clerk case management system in order to integrate with the SAO.

Ms. Schuster asked if the municipalities have been participating financially in any way because they will benefit from this as well and rather than tap our cash reserves, is there any effort in trying to bring some kind of financial support from the municipal governments. Mr. Austin said no, the municipal partners have been a part of the VisionAIR System (the law enforcement end) in the 26 police departments but it is the County's responsibility to run the courts. Mr. Sullivan clarified that the reason the investment was made by the County in the APS System and those being used by municipalities is because it's substantially reducing effort on our part in increasing efficiency.

Ms. Schuster said to the cash reserves is this money that we have been setting aside and earmarking in the cash reserves and how much does it affect the amount that was factored in before we started making bond payments out of the cash reserves. Mr. Austin said this was not factored in but was suggested to the Finance Committee on a couple of occasions that this would be potentially another draw on our reserves. He said there will be discussion with the Finance Committee next Tuesday about some opportunities to use our financial strength in different ways and this will be part of that discussion.

Mr. Provenzano added that when they went to the Law and Justice Committee for our budget process this was not considered one of the supplementals and it was talked about as something that needs to be done but it would be taken out of cash reserves. Mr. Austin said this is outside of the budget and it was noted this will have a 2012 impact to the cash reserves. Mr. Austin was reminded by Mr. Sarbaugh that one of the safeguards built into this contract is

that there are milestones and points with which the dollars are going to be drawing down over the period of the next 18 months.

Ms. Schuster said she hopes that at some point the board will get a full accounting of the cash reserve figure with the earmarks noted. Mr. Provenzano noted that this differs from the last contract in that this County Board has the authority to sign off on the milestones before any money is spent which wasn't the case with the other one.

Mr. Austin said they've talked with Management Services about this being a big part of November as well as with Finance Committee and ultimately with the Strategic Plan meeting in January and it has been a part of the capital plan for several years. Money has been set aside and marked for this Integrated Justice Program. Ms. Schuster noted that some the members were not here when this was initiated so some don't have the same information as others.

Ms. Kurtz agreed that it is critical for McHenry County to have an integrated system to function. She asked Mr. Sullivan about data conversion and if they've done an extensive analysis and about whether this new system will work effectively with the old system. Mr. Sullivan said the SAO and the Public Defender don't have a system and we're not replacing the ICIS, R1 and R2. These systems will be interfacing but there's not going to be much data conversion. Some will be done from the SAO from information they have in Excel spreadsheets. This has been looked at and can be pulled into the new system. As far as data integration between the VisionAIR System and ICIS, New Dawn has already integrated in the past with VisionAIR but has not done so with ICIS but there is a relational data base. Mr. Sullivan said they know they're going to have to bring ISS in, the vendor of that system, to help with the integration but it is doable.

Ms. Kurtz asked about the payment structure in the contract. Mr. Sullivan apologized for rushing through that part going on to say that the \$1.5 million is broken out: \$900,000 which is for services rendered and consulting fees and \$600,000 for the licensing fee. The \$900,000 is going to be paid out per milestone after the people involved sign off that the work is done. The licensing fee payments are going to be paid out over a five month period.

Ms. Kurtz clarified that with Mr. Breeden's amendment the board will not be voting on this today.

Chairman Koehler confirmed that this will be going to the Finance Committee then it will come back to the board.

Several board members were in agreement about seeing a contract and something definitive to look at before voting on this project. A copy of the power point presentation would be helpful as well.

Mr. Provenzano responded that he feels it's unfair for the Chairman of Law & Justice to ask the IT Department what the cost is going to be in five to ten years. After three or four months they come up with information trying to determine what the scope of work would be for twenty projects over ten years and give us a figure and we say it's not specific enough. Mr. Provenzano said the request of IT was a vision of what the long term would be knowing that it wasn't going to have the specificity that one would expect because it is a long view.

Mr. Donley said he disagrees with this because that is the job of the board to know what is being spent not what could be spent. Mr. Provenzano said they set out to identify what else would occur and he thinks they have done a good job in determining that. Today they are not asking for money for the other projects, today they are asking for funding for the SAO and Public Defender part of the integration project. No money will be requested for those additional projects until they have a specific time line and much more detail on what is to be done.

Mr. Donley said he is looking for more detail on cost. On the Circuit Clerk's integration project they thought they had the big picture and later found out that they didn't and they don't want to make the same mistake again.

Chairman Koehler said he believes we have a good idea out to ten years of what the approximate total cost of all this will be and the problem is we don't have this in paper form to look at. At this time it's a good best estimate of what this whole total package will be when it's finished in about ten years.

Mr. Hammerand asked about the funding department number listed on the resolution. Mr. Sarbaugh said it is Non-Departmental so it would stay under the County Board's control and one part of the number is Computer Technology in their chart of accounts. Mr. Hammerand asked what "off budget" means. Mr. Austin responded that it has not been built into the budget yet they are being appropriated in noting that the budget the board will be approving in two weeks will continue to be modified throughout the year as is approved by the board. Mr. Hammerand asked if the two HUBS referred to in the presentation "speak" to each other now. Mr. Sullivan said no. There is some information that is being pushed from the Circuit Clerk's side to the Public Safety side but those two HUB's are not talking. He said that is the enhanced integration they are talking about which is putting software in the middle that would allow those two and the SAO to talk. Mr. Hammerand thought the Circuit Clerk was going to have some interchange there because they weren't getting paper work from the Sheriff. He asked if the SAO had access to these two HUBS

now. Mr. Sullivan said they have access to the ICIS system to view data but they don't have access to input any data. Mr. Provenzano said early on the Government's Committee had to identify the daily exchanges and what's appropriate for one department to see and not see so having full integration was never really the goal it's the appropriate documents and the appropriate data exchanges that were prioritized. He said there are laws in place that prohibit the exchange of some information. Mr. Hammerand said he thinks we should work on the interchange of documents between the Circuit Clerk, the Sheriff and the State's Attorney before we get into what we're doing here. Mr. Sullivan said the first step is to create this case management system for the State's Attorney and after that something can be put in the middle that starts moving the data between the Circuit Clerk, State's Attorney and Public Safety. Mr. Hammerand said he is afraid the systems will become obsolete before everything is interconnected.

Ms. McCann talked about the funding for this project asking why we should be taking money out of the 2011 budget. Mr. Provenzano said as he understands it no expenditures will be occurring until 2012 and why spend \$1.5 million dollars out of cash reserves when we're under the gun to get a balanced budget. This is a monumental decision and that is why it has gone through the meetings that it has. He has always wanted to have a good discussion with the full County Board on this project which is what we're doing now. Mr. Provenzano said we are making sure we understand the specific needs of the case management system and how each department enters into the integrated justice system. Ms. McCann asked if Law & Justice could have a joint Finance & Audit meeting next Tuesday to discuss this because not only does the contract need to be looked at she thinks we need a better understanding of where the money is coming from and how we're going to cover them in the future so everyone is on the same page.

Ms. Evertsen said she appreciates the passion for this project and the need for efficiency that this system can offer however we all recognize that computer hardware and software is outdated in a very short time. She is concerned about the upcoming expenses and the life expectancy of the program. Mr. Sullivan said under the maintenance agreement that we're paying \$151,000 annually for the company comes out with two upgrades per year that are included in this agreement so there is some protection there. In regard to how long software will last, Sustain ran for 20 years and the finance system has been running for 15 years which is a very long time. Mr. Sullivan said if we put in this case management system for the SAO and we start building these exchanges that are self encapsulated and well documented, when you do have to change them out, you know what you have to do. Mr. Sullivan said we do need to keep in mind that building the exchanges does take a long time.

Mr. Nowak agrees that the technology and upgrading is needed for efficiency purposes, but he asked if the county had a 5-year expenditure plan per department. Mr. Austin responded that the county does have a 5-year financial model which has guided this board to its current financial strength. As we wrap up the fiscal year 2012 budget we need to update the financial model and share it with the board. Built into the model are a series of assumptions of capital expenditures like integrated justice noting that this has been built into the model for a number of years. Mr. Breeden reiterated that yes we have some reserves but those have been built over the years pursuant to projects that we have ear marked and this is one of them. He said perhaps we need to make it a little more apparent with regard to what ear marks are there with the situation of our capital reserves.

Ms. Donner thanked all of the employees that are here today regarding this project and suggested that everyone who has questions to bring them to the Finance & Audit meeting next Tuesday. She asked that a copy of the power point presentation be sent to all board members so they can look at it and see those numbers better.

Ms. Salgado said she is ready to vote on this today and feels that some of the questions being asked are moving into an area where board members shouldn't be. The COW meeting was specific to the resolution before the board today and also included information from the Government's Committee, although too short of a meeting, it did talk about what is before us today.

Ms. Schuster asked for the total amount anticipated for this project and if the amount includes the initial amount that was paid out through the Circuit Clerk. Mr. Sullivan said \$14 million is the anticipated amount being spent on integrated justice after ten years and does include the \$4 million spent in Circuit Clerk, the \$4 million spent by E-9-1-1 and would include the \$1.5 million we're talking about today and the \$3.8 million for the exchanges that they talked about over the ten year time period. Ms. Schuster asked if there was a chance of getting more funds from the various departments who collect fees. Mr. Sullivan said Circuit Clerk is willing to share in that \$3.8 million where it's going to enhance their business and the same thing from the E-9-1-1 side. Ms. Schuster said she is concerned about hackers into the system and the information that can be lost. She asked about the security of the system.

Mr. Sullivan responded that within the case management system there is security built into it and is built upon the relational data base so that you need a login and a password to get into the system and there are rules built into the system, where people are only assigned access to see certain screens based upon their role within the SAO. He said when we start talking about integrating the different systems we have to work with the Integrated Justice Governments Committee because we have to hash out what those security concerns are and who should have access to what information then that security is built into the system. Also there are firewalls in place noting that they will need to be upgraded within three to four years. Mr. Provenzano noted that federal and state statutes require that when we are working with this kind of data we must have certain security levels. Ms. Schuster thanked everyone for all of the information and work that has gone into this because she does believe it is a critical part of our system that we have to stay on top of.

Ms. Hill made a **motion** seconded by Mr. Breeden **to send this resolution, 11.05, to the Finance Committee.**

Chairman Koehler asked for any discussion on the motion to send this to the Finance Committee.

Mr. Breeden said he would like to see this come to the Finance Committee meeting because they have not seen a contract and a contract needs to be reviewed before voting on this project. Mr. Sullivan said they are close to having a contract done; he and Mr. Bianchi are doing a final review on it now and will get it to the Finance Committee.

Mr. Hill said as Vice Chair of Finance after listening to fellow board members and all of their questions she feels that the Finance & Audit Committee should be reviewing the contract carefully before any funds are spent. She said she feels that trying to get questions answered down to the nitty-gritty as to how the system is going to work to her is micro-managing. This is why she would like the Chairman to close the comments and move the meeting along.

Mr. Provenzano explained that after Law & Justice voted on this project and resolution he thought there would be so many questions from the full board that sending it to Finance really wouldn't be the best way to vet all of the questions. In working with Mr. Breeden, Mr. Austin and Chairman Koehler they all agreed that it would be best to have a COW meeting and try to get through all of the questions and then determine its best path from there. Up until now there was no clear path for this to go. If anything, he feels we're adding a greater level of transparency and opportunity for questions and answers. He feels continuing the questions and answers at Finance is a good idea and where it goes from there will need to be determined.

Ms. Peschke said she doesn't understand why this would go to Finance now if there isn't a contract to review. Chairman Koehler said and Mr. Sullivan agreed that the contract is pretty close to being finalized and that contract is what they will have to review.

Noting no further discussion, Chairman Koehler asked for a voice vote on the motion to send item #11.05 to the Finance Committee, the vote being too close to call, the Chairman Koehler asked for a roll call vote. The following members responded aye: Yensen, Bless, Breeden, Donley, Draffkorn, Evertsen, Hammerand, Heisler, Hill, Kurtz, Merkel, Miller, Nowak, Provenzano, Schuster, Wheeler and Koehler. Nay: Donner, Jung, McCann, Peschke, Salgado and Schmidt. Absent: Munaretto. The vote being seventeen (17) ayes and six (6) nays noting one (1) absent, the Chairman declared the **motion to send Agenda item #11.05 to the Finance Committee to come back to the board at a later date has passed.**

Chairman Koehler apologized to everyone saying this was a very important topic and it required more time than was allotted for discussion.

SPECIAL RECOGNITION

7.05 Proclamation to recognize Gail Brown for 17 years of service to the McHenry Co Historic Preservation Comm
Mr. Heisler made a motion seconded by Ms. Peschke to approve the above-named Proclamation.

Chairman Koehler asked for a voice vote, the ayes having it he declared the motion passed.

The chairman asked Gail Brown to come forward and presented her with a Proclamation Certificate. Ms. Brown thanked the board for their continued support of the Historic Preservation Commission.

7.10 Proclamation to recognize Denise Collis for 12 years of service to the McHenry Co Historic Preservation Comm
Mr. Heisler made a motion seconded by Ms. Peschke to approve the above-named Proclamation.

Chairman Koehler asked for a voice vote, the ayes having it he declared the motion passed.

The Chairman asked Denise Collins to come forward and presented her with a Proclamation Certificate. Ms. Collins thanked the board saying it has been an honor to work with the County. Ms. Wheeler thanked Ms. Collins and all of the volunteers and said we are fortunate to have such dedicated people as their work is not a hobby it is a lifestyle.

SPECIAL PRESENTATIONS

8.05 PACE – FY 2012 Budget presentation – Mayor Shepley and T.J. Ross

Mr. Shepley, representative of PACE, came forward and was pleased to announce that PACE is presenting a balanced budget without the need for fare adjustments or service reductions to McHenry County. He believes that PACE is an organization who does more with less and this budget shows that. He said \$1.2 million dollars of bus service was cut to reduce their expenses because the money from the state sales tax has been steadily declining. Expenses for 2012 for the suburban service which includes the fix route services are estimated to be about \$195 million dollars which is 4.8% higher than what they had last year with most of it as the result if increases in fuel prices, health care, wage increases and service expansion in other areas than the ones they cut. Of note is that fuel costs in the 2012 budget are anticipated to be \$22.5 million dollars up from \$15 million dollars in 2010. On the revenue side, they are expected to be at about \$54.5 million dollars with RTA sales tax, matching state contributions and federal grants covering the remaining \$140.5 million leaving a balanced budget. Mr. Shepley said for the 2012 capital program, one of the largest in PACE's history, they will be spending \$100 million dollars in capital funds this year. The sources of these funds are some CMAC funds, IDOT funds, Federal 5307 funds and Federal-State of Good Repair grants and PACE funds. The majority of the capital funds are going to be used to replace fixed route buses totaling 172 vehicles. On the Para-Transit side they have a \$126.5 million dollar budget that includes costs associated with providing the ADA Para-Transit services in the suburbs and Chicago as well as the taxi access program which is a subsidized taxi service offered only in Chicago. Mr. Shepley said due to increased demand, expenses for 2012 are expected to be unfavorable by \$4.5 million dollars however the ADA Fund has sufficient resources to cover that over budget condition. For 2012, ridership and demand are anticipated to grow by 5% and the budget will require \$115 million dollars in funding, an amount constrained to the new ADA Fund level as allowed by the RTA. Mr. Shepley said a major challenge for them for 2012 will be trying to keep their costs down while increasing productivity.

In McHenry County they have annual budget hearings that pertain to METRA, PACE and RTA. Theirs was held on October 18th at Crystal Lake City Hall with only one person in attendance. Mr. Shepley said the issue of service along the northern corridor was brought to their attention earlier this spring. They are in the early stages of exploring ways to service transit from Hebron through Richmond Twp to Burton Twp and on to the Fox Lake METRA. These are areas of McHenry County that don't currently receive any value for their dollar. Mr. Shepley said for as long as PACE has been in existence McHenry County has been a donor county meaning that more tax dollars are generated to the RTA sales tax than have been returned back in the form of service for PACE noting that METRA does provide critical service for McHenry County. Mr. Shepley said thanks to the leadership of this County Board and hard work of others we're getting closer to a break even proposition for McHenry County and with the McRide program that allows people to use those transit services to go across municipal boundaries which is critical to the utility of that service in McHenry County, we're even closer to where we need to be.

Chairman Koehler asked if there were any questions. Ms. Peschke commented that gas prices have gone down recently and wondered if PACE was planning for the future to go to natural gas vehicles. Mr. Shepley said they just had a presentation about that at a PACE board meeting a couple of meetings ago. Mr. Ross said in looking at this they have two ideas: one is that they have a garage to replace and if they replace that it would be done with a garage that they could operate compressed natural gas buses out of; then they have another garage they are looking at to convert. He said using natural gas has different fire codes than using diesel fuel. Mr. Ross said about half of the transit buses in the US are now being manufactured as natural gas.

Ms. Kurtz asked if PACE's staff could provide the board with their monthly minutes so they will be able to see the progress that PACE is making. Mr. Shepley said yes that can be done but also noted that he believes they are on their website.

8.10 METRA – FY 2012 Budget presentation- Jack Schaefer and Rick Mack

Mr. Schaefer said it's been a good year in terms of rebuilding for METRA because in February they hired a new Executive Director, Alex Clifford, after an extensive countrywide search. He apologized for not being here today, he had to be at a meeting in Cook County. Mr. Schaefer said they have started to refill some of the vacant top positions but they are facing a major budget crisis which has been brought about by two things. First is fuel, running 700 trains

a day they go through a lot of fuel and recently they have switched to a low pollution type diesel that is slightly more expensive, but a good investment particularly as it affects the air quality in the downtown stations. In 2000 their fuel cost was \$44 million dollars, in 2011 it is \$70 million dollars and in 2014 it is projected to be \$90 million. This is one of two factors driving the fare increase that they are looking at. Second, for the last few years they have been using capital funds for operations. He explained that a number of years ago there was a reform bill in the Legislature, they went down there saying we don't have the money to meet the requirement of 55% from the fare box, and instead of them giving money they gave them fare box recovery ratio relief. What they were really saying, in his opinion, was do not raise your fares. Mr. Schaefer said now they are looking at a 25% increase. The board has made the decision they're not going to use capital funds for operations as it is a downward spiral they want to avoid. There will be a hearing tomorrow night in Woodstock City Hall where they will give a presentation and he hopes that people will attend. Mr. Schaefer said they have cut costs everywhere they can think of i.e. management staff has not had a raise in several years, they've cut out contractual people and cut the lobbyists back, before going to these extremes. They also considered reducing services but when you eliminate a train you eliminate the revenue that the train produced. Mr. Schaefer asked staff theoretically what kind of reduction in services they would need if they didn't want to do a fare increase and the response was 46% of the trains, which is unacceptable. Mr. Schaefer pointed out that they have not had a capital program from the state in ten years and federal funding has been a problem as well. There is no money for new projects but they were able to get the environmental study going again on new start projects in McHenry County. He has been pushing that because some day the economy will recover and we may be able to move forward. Mr. Schaefer said on a more positive note he has asked Senator Althoff to look into seeing if we can get the Marengo extension finally moving a little bit. She said she would look into it. The legislators and mayors from the South suburbs introduced and passed a bill that created a transit district in that area for the sole purpose of expanding almost totally METRA service in that area. Now they're trying to create a transit district, which is what he is suggesting, for Marengo, Union and Huntley that could move the whole timetable forward. METRA has done the first feasibility study which was released recently of which he has sent copies to the Chairman and Chairman of the DOT Committee, to the mayors and area legislators. Everyone he has talked to has been enthusiastic about the idea. Mr. Schaefer said they're trying to say when there is capital money available he wants us to be in the front of the line with people from the South side. He believes this project cries out to be done and would be a huge success if they could get it done.

Mr. Schaefer commented on the complaints they've received about their conductors not collecting fares. METRA's new Exec Director used their internet connections and newsletter to get their customers to help them out. Along with putting "mystery riders" on the trains and meetings with their unions and employees, they've had an extensive program start up. He's wearing a button that says "Be Fair, Pay the Fare" and this program has been very successful. Mr. Schaefer gave Ms. Peschke one of the first buttons because she has been commenting on this for quite some time. Ms. Peschke noted that she rode the train over the weekend and fares were not collected until the Park Ridge stop. She once again suggested the use of fare cards. Mr. Schaefer said METRA is under a mandate by 2015 for a universal fare card and he admits that the technology is very interesting. Their problem is that the CTA and PACE have barrier situations, people get on the bus and the driver is right there or they go through a turnstile to get on the CTA whereas on the train doors open on every car at every stop. Hopefully with this mandated card it will eliminate this problem totally. Mr. Schaefer said their first goal has to be state of good repair on everything they have and their next goal is to expand services.

Chairman Koehler asked if there were any questions. Mr. Provenzano thanked Mr. Schaefer and METRA for the train station on Pingree as he and his family uses it quite often. He asked if there was a way to find the resources to provide the Crystal Lake Police with an opportunity to patrol Pingree Station which would allow METRA to leave the station open in the winter months. He understands there are concerns but in the winter only being able to stand on the freezing platform with the station locked up is difficult. Mr. Shepley said they are aware of this and there have been ongoing discussions between METRA staff and the City of Crystal Lake and they will continue to collaborate with them until they get this worked out. Mr. Shepley said they are going to continue to devote the resources necessary to make sure that this station is not only safe but a good looking train station as well. He said they do have issues with homeless people but they are more downtown than anywhere else. Chairman Koehler recommended more cameras. Mr. Shepley said they have introduced the technology at Three Oaks Recreation Area where there are infrared cameras on that whole facility anywhere you can come in and go out so that they can monitor. The availability for technology is not an issue and they can look at that. Mr. Provenzano asked about METRA's WiFi project. Mr. Schaefer said they have gone out for bids on that and they are under mandate to get WiFi at no expense to us or to the riders. That is possible the CTA has done it with some success. They are looking at several vendors and he expects to see WiFi on the trains within the next year.

Ms. Kurtz asked if the board could receive METRA's minutes, Mr. Schaefer said he will take care of that.

Ms. Kurtz talked about the idea of doing a rail extension. She requested that should that discussion take form in terms of having some dates identified, it would be helpful to not only go before the Transportation Committee but also to come before the board and help them to understand the analysis that has been done and how they may be of assistance. Also, she asked if an extension were to happen how the expansion would impact other services. Mr. Schaefer said he has been talking to Ms. Miller of the Transportation Committee about coming in and talking about this and the fare increase. He said the most optimistic scenario he can come up with today for service in Marengo is 15-20 years from now. The point being if we don't start doing something now it will be 40 years from now. He believes with the cooperation they have had with PACE that this would actually compliment what PACE is doing. Ms. Yensen amplified Mr. Schaefer's comments because of the controversy with the extension from the Geneva train station to Elburn at one point. She said the people using the Elburn station were driving in from Iowa and DeKalb and other long distances to leave their cars and go to the city for jobs. There was the problem of no cab service or bus service to shuttle back and forth if they need to get into Elburn (their train station is in a cornfield). The cab service numbers listed on the trains information only went to Geneva. Mr. Schaefer said the Elburn station has been a big success and exceeded what was predicted. The city planners wanted the Elburn station to be where it is because there is planning for a massive development around it hopefully once the economy turns around. Mr. Schaefer said that project gives him further encouragement why the Marengo, Union, Huntley addition would do well. Also of note is that Belvidere and Rockford are interested as well. Chairman Koehler thanked Mr. Schaefer and Mr. Ross for their presentation today.

8.15 RTA – FY2012 Budget presentation – Al Jourdan and Grace Kaluchi

Mr. Jourdan came forward. He said two weeks ago this Thursday the RTA board and all of the service organizations presented their budgets. Finances are very difficult and everyone is working diligently to keep a handle on their budgets. Mr. Jourdan introduced Grace Kaluchi (sp), Chief Financial Officer for the RTA board to give the presentation.

Ms. Kaluchi said as 2011 comes to an end the service boards are on track to end the year with balanced budgets. 2011 thus far has been marked by very positive financial performance as sales tax revenue has come back stronger than expected and after two years of decline, ridership has stabilized and is expected to increase about 1% based on last year's numbers. In addition there were no fare increases or service cuts in 2011, however the service boards did each need to transfer capital funding to the operating budget, a practice that has continued to weaken their ability to maintain and repair their extensive capital infrastructure. She said that development of the 2012 operating budget has required that the service boards face difficult decisions. Sales tax revenue overall remains significantly below the levels that were anticipated when the new RTA funding and reform legislation was passed in 2008 and in addition, the City of Chicago real estate transfer tax, a funding source although designated just for the CTA, has been depressed further than the regional sales tax. Ms. Kaluchi said fare increases were implemented at both CTA and PACE in 2009 and service cuts in 2010. She said she is pleased to report that the 2012 budgets for each of the service boards do not include any transfers of capital funds to the operating budget. Some of the tough decisions that were made were a fare increase for METRA and CTA is proposing a significant amount of work rule changes through negotiations with their unions that they believe will result in more efficient operations. If those are not achieved they will then have to have fare increases and/or service cuts. PACE suburban service was able to develop a balanced budget based on previous restructuring and reductions in 2009. PACE ADA service has benefited from the passage of new legislation in 2011 that has amended the RTA Act to reestablish the ADA fund at a level sufficient to cover all of its operating expenses. Ms. Kaluchi said the 5-year RTA capital program emphasizes bringing the system into a state of good repair. For 2012 to 2016 nearly \$4 billion dollars of funding is budgeted with the largest of those sources being federal funding accounting for 41%, followed by state funding at 26%. In the capital program, 38% of the projects will be dedicated to rolling stock purchases and 31% to track and structure projects to areas that they consider have the greatest direct impact and transit users. She said as they struggle to deal with budget shortfalls it is important that they retain their focus on customers and their needs. The RTA works to develop coordination among transit services in the region that optimize their capital investments, increase operational efficiencies and enhance the customer experience. They have partnered with the service boards on a variety of initiatives that require collaborative efforts and have advanced the development of a regional asset condition assessment that documents the funding needed to bring their infrastructure into a state of good repair over the next ten years. The amount is a staggering \$24.6 billion dollars, nearly half of that just to bring it into a state of good repair and then the remaining to keep it there over that ten year period. Over that same time period roughly one-third of that need is what they are estimating in revenue sources. Ms. Kaluchi said with funding from the federal government they're also developing a capital prioritization tool to assist them in the development of a strategic capital investment program. They know they don't have enough funding but they need to prioritize those projects that have the most impact on the customers, increasing ridership, maintaining the levels of service in the region, and providing them with

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some optimization relative to the operating budgets. She added that they are also working with the service boards to implement a 5-year program of traffic corridor optimization, improvement in transit technologies that can provide riders with regional real time travel information and trip planning and improved signage in the downtown locations to help customers navigate the transition between commuter rail and urban transit services. Development of a regional open fare payment system is under way that will make the system easier to access for both regular and occasional users of their system with their objective being a universal fare payment system that covers all three of the service boards, CTA, METRA and PACE. Ms. Kaluchi said this fall they will implement a customer wide regional satisfaction survey that will assist the development of action plans to respond to their customers priorities. This will be the first time that they are doing a regional customer satisfaction survey and that all three of the service boards are cooperating with the RTA to do this. Ms. Kaluchi said in closing the RTA and service boards remain committed to provide their customers with the best possible service.

Chairman Koehler asked if there were any questions. Ms. Yensen said there has been a proposal for consolidation of the boards in the legislature and she wondered if there has been any discussion within the boards about this. Ms. Kaluchi responded that there has been discussion over the years on this but she can't comment on what is in the state legislature. She did say at the RTA level they are trying to increase coordination with the three agencies, increasing things that would produce economies of scale, such as joint procurements. They are looking at operating more as a system.

Ms. Kurtz asked if the RTA could provide their minutes from meetings to the board. Ms. Kaluchi said the minutes are posted on line within 48 hours of their meeting but they can e-mail those minutes to board members as well. Ms. Schuster asked that the agendas be e-mailed as well so that they have some idea of what is coming up at the meetings.

Chairman Koehler thanked Mr. Jourdan and Ms. Kaluchi for their presentation today.

PLATS

None

PUBLIC COMMENT

Chairman Koehler explained the rules of Public Comment. The following person spoke:

Nick Chirikos of Algonquin regarding/for Historic Preservation Committee

Noting no others wishing to speak, the Chairman closed Public Comment.

NEW AND UNFINISHED BUSINESS

11.10 *Resolution Amending Resolution #R-201110-12-250 to Approve Compensation for the County Board Chairman and the County Board Members*

Mr. Breeden made a motion seconded by Ms. Hill to approve the above-named resolution.

Chairman Koehler asked for any discussion. Mr. Austin said a math error was discovered on the previously approved resolution and this resolution is to correct that noting that the pay for board members starting 2013 is reduced from \$21,500 to \$21,000.

Ms. Miller said she has heard from many people since the pay increase was approved who are unhappy about this. One of their concerns is the fringe benefits that board members receive so she would like to make a change to this.

Ms. Miller made a **motion to amend** seconded by Ms. Salgado **to change the health benefits contribution from board members to 45%**.

Ms. Schuster asked if we could do this. Parliamentarian Jamie Rein said this resolution is only to amend the compensation being paid and not to reconsider the entire motion so the **motion by Ms. Miller is out of order**. Ms. Rein said technically this is a scrivener's error. If the board wants to reconsider the complete resolution they must take a different route.

Ms. Miller asked if the board could vote on the compensation amendment then make a motion to reconsider the resolution. Ms. Rein said you can only reconsider something on the day that you did it so she believes the entire resolution would have to be rescinded and start the entire process over; she would need to check Roberts Rules on this. McHenry County Board Regular Session

Chairman Koehler said we will take Ms. Rein's opinion right now with Ms. Miller's motion being out of order.

Chairman Koehler asked if there is any discussion on the main motion.

Ms. Schuster said does not want to vote on a new resolution.

Mr. Hammerand asked if we can only talk about the compensation amount. Ms. Rein said it is her understanding that this was brought solely for the purpose of amending the resolution based on a scrivener's error in the amount from \$21,500 to be changed to \$21,000, which is the amount she saw in a memo associated with this. If the intent is to debate this whole thing over again, then we need to be taking a different process and rescinding it and starting over. Mr. Hammerand asked if this is the salary at the end of this year. Chairman Koehler said that is the ending salary for anybody that was on the first tier. Mr. Austin said the higher end board members will receive \$20,988 in FY 2012; the Committee of Chairs agreed that they wanted to freeze that rate and round it to an even number, so they rounded it up to \$21,000, going up \$12. That was to be the number for FY 2013 and 2014 and then see after that. After lengthy discussion, the board agreed to freeze the pay for all four years at \$21,500. Mr. Hammerand said this did not come through Finance and feels this was taken out of order. Mr. Austin said the original compensation resolution did not go through Finance it went only to the Committee of Chairman, and the direction was to bring it from there to the County Board. Mr. Austin said when this error was identified he spoke with Chairman Koehler and the Finance Chairman about how to correct this because \$21,500 was not the intent. The direction was to bring it back to the board as soon as possible and close this loop. Chairman Koehler agreed this is just a correction from the \$21,500 to \$21,000.

Ms. Miller clarified that the only thing the board is voting on today is the correction on compensation from \$21,500 to \$21,000. Chairman Koehler said yes. A yes vote will be to accept that correction.

Mr. Provenzano said he is concerned about what the paper is going to print on this. He has been trying to find a venue to get his pay frozen at the current rate and he keeps getting resolutions to give him a pay raise. He will be voting against this because it is still a pay raise. Mr. Austin responded that this full board has agreed to \$21,500 starting fiscal year 2013. If the board does not vote for this correction the pay will be \$500 higher than was intended in 2013.

Ms. Yensen is in agreement with Mr. Provenzano as to perception and she will be voting no again as voters are against any kind of pay increase.

Ms. Evertsen said when the vote was taken on this initially she was confused and voted the wrong way and there was nothing she can do about that. However, on this she also will be voting no as she and her constituents are against any pay increase.

Ms. Donner clarified that there is nothing the board can do about the raise they are going to get on December 1st, 2011 for 2012 and unless the full board is reelected they are not giving themselves a raise after that point for four years. By making a change to what was voted on and now being amended, in 2013 the full board will be brought to one level of pay.

Ms. Hill asked for clarification on how this resolution was directed to come to the board today to be rectified. It seems to her for a scrivener's error we shouldn't be voting on this, it should just be corrected. She asked if there was a process for her to remove this and just get the scrivener's error corrected. Chairman Koehler said Mr. Austin told him about the error and they concurred that it needed to be corrected and it was a joint decision to bring it here. Ms. Rein said the best thing to do since it is the expenditure is to take a vote on it. Ms. Rein said if it is the intent of the board to rehash the whole thing then someone would have to do a motion to rescind the entire thing and you would have to have a two-thirds majority vote to rescind and start over. If you vote on this resolution board members can vote how they choose and then allow for comment afterwards that board members can state that they stand by their original vote so that it is noted in the record.

Mr. Austin said an e-mail was sent to the paper explaining the error that was made so that hopefully no big article will be done again.

Mr. Hammerand said he feels \$21,500 is fair. When he has talked to his constituents he has explained things to them and he took a lot more heat with the Chairman's salary than he did on the compensation for County Board members.

Mr. Bless made a **motion to call the question**, seconded by Ms. Hill.

Chairman Koehler asked for a voice vote on the motion to call the question, the ayes having it noting a few nays, the motion has passed to call the question.

Chairman Koehler said we are going back to the original motion to approve 11.10 Resolution Amending Resolution #R-201110-12-250 to Approve Compensation for the County Board Chairman and the County Board Members. The Chairman said this will reduce the compensation in 2013 from \$21,500 to \$21,000.

Ms. Miller said when she saw this back here today she didn't see this as a scrivener's error she thought this was being brought forward for debate and what we are doing is tying people in to this one portion of it. From her perspective when this showed up again, she felt that the whole thing was up for debate not just the correction being pointed out.

Chairman Koehler said the question was called so we must take a vote and apologized as he shouldn't have allowed Ms. Miller to comment.

Chairman Koehler asked for a roll call vote on the motion to approve 11.10 *Resolution Amending Resolution #R-201110-12-250 to Approve Compensation for the County Board Chairman and the County Board Members* Noting that a yes vote is to lower the compensation from \$21,500 to \$21,000, a no vote will keep the compensation at the \$21,500. The following members responded aye: Bless, Breeden, Donner, Draffkorn, Heisler, Hill, Jung, Kurtz, McCann, Merkel, Miller, Nowak, Peschke, Salgado, Schuster and Koehler. Nay: Yensen, Evertsen, Hammerand and Schmidt. Absent: Donley, Munaretto, Provenzano and Wheeler. The vote being sixteen (16) ayes and four(4) nays noting four (4) absent, the Chairman declared the **motion to approve 11.10 Resolution Amending Resolution #R-201110-12-250 to Approve Compensation for the County Board Chairman and the County Board Members has passed.**

Mr. Hammerand made a motion seconded by Ms. Evertsen to rescind item #11.10 a **Resolution Amending Resolution #R-201110-12-250 to Approve Compensation for the County Board Chairman and the County Board Members**

Chairman Koehler asked for any discussion on the motion to rescind this resolution that just passed.

Mr. Hammerand said he feels that after lengthy discussion on the resolution at the last meeting where the figures on that resolution that they considered were wrong, the County Board members were not aware of what they were voting on, he believes the whole resolution should be reconsidered.

Noting no further discussion, the Chairman asked for a roll call vote noting that a two-thirds majority vote of the people present is needed to approve to rescind. The following members responded aye: Evertsen, Hammerand, Miller and Schuster. Nay: Yensen, Bless, Breeden, Donner, Draffkorn, Heisler, Hill, Jung, Kurtz, McCann, Merkel, Peschke, Provenzano, Schmidt and Koehler. Absent: Donley, Munaretto, Nowak, Salgado and Wheeler. The vote being four (4) ayes and fifteen (15) nays noting five (5) absent, the Chairman declared the **motion to rescind Agenda item #11.10 as named above has failed.**

APPOINTMENTS

Ms. Hill made a motion seconded by Ms. Donner to approve the following Appointment:

McHenry County Historic Preservation Commission
Lynn M. Gray term to expire 11/30/2013

Chairman Koehler asked for a roll call vote. The following members responded aye: Yensen, Bless, Breeden, Donner, Draffkorn, Evertsen, Hammerand, Heisler, Hill, Jung, Kurtz, McCann, Merkel, Miller, Peschke, Provenzano, Schmidt, Schuster and Koehler. Absent: Donley, Munaretto, Nowak, Salgado and Wheeler. The vote being nineteen (19) ayes noting five (5) absent, the Chairman declared the motion to approve the appointment has passed.

STANDING COMMITTEE CHAIRMAN UPDATES

Mr. Breeden said if there are any questions regarding the Integrated Justice Program, please call or e-mail him with those questions or come to the Finance meeting so that all questions can get answered before bringing this back to the full board.

Mr. Merkel said in regard to Building Projects that the demolition of the old Valley Hi and the court renovation has been ongoing. They will get an update together for the board for the next meeting.

ROUTINE CONSENT AGENDA

Chairman Koehler asked if any member would like to remove an item from the Routine Consent Agenda. Ms. Hill asked to pull item #14.10 I(05) from this agenda today. Ms. Donner asked to abstain from voting on item #14.10 K(05), K(10), K(15), K(20), K(25) and K(30) as they have to do with a contract with PACE. Ms. Miller said she will be abstaining from voting on #14.10 K(30). Ms. Evertsen asked to remove item #14.10 K(60).

Ms. Yensen made a motion seconded by Ms. Evertsen to approve the Routine Consent Agenda with seven items removed.

Chairman Koehler asked for a roll call vote. The following members responded aye: Yensen, Bless, Breeden, Donner, Draffkorn, Evertsen, Hammerand, Hill, Jung, Kurtz, McCann, Merkel, Miller, Nowak, Peschke, Provenzano, Schmidt, Schuster and Koehler. Absent: Donley, Heisler, Munaretto, Salgado and Wheeler. The vote being nineteen (19) ayes noting five (5) absent, the Chairman declared the motion to approve the Routine Consent Agenda with seven items removed has passed.

Ms. Miller made a motion seconded by Ms. Peschke to approve the following Resolutions:

*14.10 K(05) Resolution Approving Illinois Department of Transportation Land Acquisition for Improvements to U.S. 14 and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget ***

14.10 K(10) Resolution Authorizing the Acceptance of the IL Department of Commerce and Economic Opportunity Grant #10-662002

*14.10 K(15) Resolution Authorizing the Acceptance of a Modification to the IL Department of Commerce and Economic Opportunity Grant #10-653002 and an Emergency Appropriation to the McHenry County Workforce Network Fiscal Year 2011 Budget ***

14.10 K(20) Resolution Authorizing a Budget Line Item Transfer in the Facilities Management Fiscal Year 2011 Budget

14.10 K(25) Resolution Authorizing Budget Line Item Transfers Between the Debt Service Funds in the Fiscal Year 2011

Noting no discussion, the Chairman asked for a roll call vote. The following members responded aye: Yensen, Bless, Breeden, Draffkorn, Hammerand, Hill, Jung, Kurtz, McCann, Merkel, Miller, Nowak, Peschke, Provenzano, Schmidt and Koehler. Nay: Evertsen and Schuster. Abstain: Donner. Absent: Donley, Heisler, Munaretto, Salgado and Wheeler. The vote being sixteen (16) ayes and two (2) nays with one (1) abstention and five (5) absent, the Chairman declared the motion to approve 14.10 K(05), K(10), K(15), K(20) and K(25) as named above has passed.

14.10 K(30) Resolution appropriating funds for the 2012 Transit Grant Program

Ms. Yensen made a motion seconded by Ms. Peschke to approve the above-named resolution.

Chairman Koehler asked for any discussion. Mr. Hammerand said he feels that we have the concept that if we vote against accepting grants from PACE, RTA and METRA that we're somehow being fiscally prudent. Although he understands part of that, people of McHenry County at one time had an opportunity to vote all of these governmental agencies in and he voted no at the time but his constituents at that time voted it in. He suggested a referendum to put these back on the table and see if these services could be withdrawn. Because not accepting the money while we're still being taxed puts us in the situation of being a donor to other counties.

Ms. Schuster said any time she encourages this process she has people behind her who are unhappy about county government and government in general. She said not accepting these dollars for these particular programs doesn't mean that we can't get those dollars for other parts of the program where these funds can and should be used. Ms. Schuster said she can't encourage something that she believes is totally inappropriate for county government.

Noting no further discussion, the Chairman asked for a roll call vote on item #14.10 K(30). The following members responded aye: Yensen, Bless, Breeden, Draffkorn, Hammerand, Hill, Jung, Kurtz, McCann, Merkel, Nowak, Peschke, Provenzano, Schmidt and Koehler. Nay: Evertsen and Schuster. Abstain: Donner and Miller. Absent: Donley, Heisler, Munaretto, Salgado and Wheeler. The vote being fifteen (15) ayes and two (2) nays noting two (2) abstentions and five (5) absent, the Chairman declared the motion to approve #14.10 K(30) has passed.

14.10 K(60) Resolution Appropriating funds for Parcel Title Searches

Ms. Miller made a motion seconded by Ms. Yensen to approve the above-named resolution.

Chairman Koehler asked for any discussion. Ms. Evertsen promoted transparency for the people who might not have been able to attend Transportation Committee meetings. The title company that is being recommended for approval has worked for the County for a number of years and she feels in the future others should be asked to participate as well.

Noting no other discussion, the Chairman asked for a roll call vote to approve item #14.10 K(60). The following members responded aye: Yensen, Bless, Breeden, Donner, Draffkorn, Evertsen, Hammerand, Hill, Jung, Kurtz, McCann, Merkel, Miller, Nowak, Peschke, Provenzano, Schmidt, Schuster and Koehler. Absent: Donley, Heisler, Munaretto, Salgado and Wheeler. The vote being nineteen (19) ayes noting five (5) absent, the Chairman declared the motion to approve item #14.10 K(60) has passed.

ORDINANCES

For Review:

15.05 (A) Ordinance Amending Building Use Ordinance

15.05 (B) Ordinance Amending Ordinance No. O-201011-12-060 Adopting the McHenry County Statement of Economic Interest Addendum Ordinance

15.05 (C) Ordinance Amending McHenry County Building, Zoning, Stormwater, Subdivision and Motel License Fee schedule

Ms. Hill put the above-named Ordinances up for 30-day review. She asked that staff make sure to put these on the next agenda, even if nothing is said, so board members do have the opportunity to speak on them.

ADMINISTRATOR'S REPORT

Mr. Austin told the board that last week the Personal Property Replacement Tax was protected as a source for funding for Regional Supt of Schools however there is no resolution yet to the issue of hiring a Regional Supt of Schools. They will be following that issue when they reconvene in the second half of the Veto Session next week. Related to state legislation, the Legislative & Intergovernmental Affairs Committee is still in the process of putting together McHenry County's legislative program for 2012. Mr. Austin said he will be attending the MCCOG Legislative Committee meeting on Friday to monitor what they are doing as he wants to create as much harmony between their program and ours as possible. He asked if there are particular items that any board member would like the County to work on for the state legislative program, please let him or Adam know. Adam will be putting together another draft for the Legislative Committee to look at a week from Thursday. He's hoping this will be wrapped up at the December morning meeting.

Lastly, Mr. Austin said we are now starting the review and evaluation process for all employees. He will be meeting with appointed department heads in the middle of November and then a follow up meeting in December. If board members have any comments or questions about any of our appointed department heads please let him know.

MEMBERS' COMMENTS

Ms. Peschke apologized to board members as she didn't see the heading soon enough but in regard to the compensation amendment she believes that we should have done a Resolution to Correct a Scrivener's Error in which case other debate would not have been brought up.

Ms. Miller thanked DOT, Joe and Jason specifically. There was a lot of information on our agenda this morning regarding the transit agreements and plans and the memo they put together to explain it all and the way it was presented to the Transportation Committee took a difficult task and simplified it for most of us.

Mr. Hammerand said he attended the Greenwood dedication for the road and thought it was well attended and very nice.

Chairman Koehler commented about an inference of members being recognized when they hit their light. The Chairman said when a member hits their button their light comes on and the next person in line to speak (in the order they pushed their button) their light blinks on the Chairman's monitor. The procedure that he has taken as has other board chairman before him, is that you allow the courtesy of people to be able to speak once before you recognize a same person to speak for a second time. He tries to be accurate at that but he does allow members to speak three times trying to give equal time to those who wish to speak.

The Chairman also apologized for the fact that the COW meeting wasn't long enough today as it was evident that there was a lot more to learn. The Chairman said the problem is if we don't have a COW meeting before another meeting we don't get the attendance that we need. He is open to any suggestion on how we can do this as this was too important of an item to just let slide by. He encourages everybody who wants to learn more about the Integrated Justice Program to attend the Finance Committee meeting. And also he believes that everyone should have had a copy of the slides that were shown at the COW meeting because there were a lot of numbers. He asked Mr. Austin to make sure those copies are at the Finance Committee meeting as well as e-mailing everyone a copy.

EXECUTIVE SESSION

None

ADJOURNMENT

Ms. Donner made a motion seconded by Mr. Nowak to adjourn at 12:20 p.m. Chairman Koehler declared the motion passed on a unanimous voice vote.

Dated and approved at Woodstock, Illinois this 15th day of November, A.D., 2011.

Kenneth D Koehler, Chairman
McHenry County Board

ATTEST:

Katherine C. Schultz, County Clerk

MCHENRY COUNTY BOARD – COMMITTEE OF THE WHOLE
667 WARE ROAD - WOODSTOCK IL 60098

MINUTES OF TUESDAY, NOVEMBER 1, 2011

Chairman of the Board – Kenneth D. Koehler (District 2)

District 1 Bob Bless Anna May Miller Marc Munaretto Robert Nowak	District 2 JS “Scott’ Breeden James Heisler Kenneth Koehler Donna Kurtz	District 3 Mary Donner Nick Provenzano Kathleen Bergan Schmidt Barbara Wheeler
District 4 Sue Draffkorn John Hammerand Pete Merkel Sandra Fay Salgado	District 5 Tina Hill John Jung, Jr. Virginia Peschke Paula Yensen	District 6 Randall Donley Diane Evertsen Mary McCann Ersel Schuster

The Honorable County Board of McHenry County, Illinois met as a Committee of the Whole on Tuesday, November 1, 2011. The meeting was called to order at 8:30 a.m. by Chairman Koehler. The following members were present: Bob Bless, Scott Breeden, Randy Donley, Mary Donner, Diane Evertsen, John Hammerand, James Heisler, Kenneth Koehler, Donna Kurtz, Pete Merkel, Anna May Miller, Robert Nowak, Virginia Peschke, Nick Provenzano, Sandra Salgado, Kathleen Bergan Schmidt, Ersel Schuster, Barbara Wheeler and Paula Yensen. Ms. Hill, Ms. McCann and Mr. Jung arrived at 8:37a.m.
ABSENT: Sue Draffkorn and Marc Munaretto.

Also in attendance: Peter Austin, County Administrator; John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; Adam Lehmann, Assistant to the County Administrator; Pam Palmer, Auditor; Phil Dailing, Court Services; Paul Lerner, Tina Sheldon, Carol Wegner and Tom Sullivan, IT; Scott Block, Mental Health Court; Dan Wallis, Court Administration; Judge Michael Sullivan; Kathy Keefe, Circuit Clerk; Mark Cook, Public Defender; Lou Bianchi and Karen Rhodes, States Attorney; staff; interested public and the press.

PUBLIC COMMENT: None.

NEW BUSINESS: *Review of the Integrated Justice Program:* Mr. Provenzano, Chairman of the Law and Justice Committee reminded the committee members that Integrated Justice has been a part of McHenry County for many years. During this time they have been looking for solutions to this issue. Several milestones have already been met. In December the Law and Justice Committee reviewed where we were and where we should go from here. He stated that he has heard concern voiced by several stakeholders on why the committee members took three months off for review of this project. They did not understand the long term plans for this project. Meetings have been held during this time to review ideas on how to get an understanding in order to bring this project back to the committee for review. A presentation was held with the Law and Justice Committee. The committee was pleased with the progress made on the project and they approved the new stage, but, concern was voiced that this was such a complicated issue they felt it was appropriate to take this to a Committee of the Whole meeting in order to get the questions of the whole County Board answered. The Chairman of the County Board agreed so this Committee of the Whole meeting was scheduled to allow the County Board members to discuss the details of the project. There is a lot of money being considered for the next stage of this project and the County Board members have a fiscal responsibility to thoroughly review this project and that is why this meeting was called. Doing nothing is not a choice that can be made. The issues currently going on in Kane County highlights the need for a product like this.

Ms. Hill, Mr. Jung and Ms. McCann arrived at 8:37a.m.

Mr. Provenzano introduced Mr. Tom Sullivan for presentation of the Integrated Justice Program. Mr. Sullivan reminded committee members that this is a proposed case management system for the Public Defender and State’s Attorney’s offices. In May of 2009 the County Board approved Integrated Justice as part of its strategic plan. The vision was to provide safer communities through the sharing of public safety information. This includes the Circuit Clerk, Courts, Sheriff, Corrections, Court Services, Police Agencies, States Attorney and Public Defender. This product will continue to evolve over time. The States Attorney and Public Defender are in need of a Case Management System which included pieces of software and modules that will exchange information among the various departments. The Courts have had a system in place since 1990 so this is not a

COMMITTEE OF THE WHOLE

November 1, 2011

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new idea. They began imaging of their documents in 1991. The Courts system went live in May of 2009. The Court Services Case Management System went live in February 2010. The Specialty Courts Case Management System is due to go live in October 2011.

Electronic tickets began in 2004. Now when an officer makes a stop, they enter the license plate number into the system and the ticket is sent in electronically to the data base. The ticket is then stored in OnBase and is indexed electronically. They no longer have to type information into the system. The image of the ticket is indexed and stored. Data entry has been reduced by 98%. Arrests or Incidents in the Public Safety Case Management System may reference the tickets.

The modules speak with each other and pass information onto each other as well. The jail module went live in 2007 and the CAD system went live in 2009. Field reporting began in 2011. The VisionAir system allows information in the Record Management System.

To date the Courts have spent \$4.5 million dollars on their Case Management System. The Public Safety Case Management System costs \$4.038 million dollars. This includes the twenty six police agencies and Sheriff's Department. No general fund monies have been spent. The Courts paid for their system from the Court Automation Fund and the Public Safety system was paid for by E911.

At the time these systems were completed we knew there would be additional Case Management Systems needed in order to create electronic versions of paper flow. Today the committee is here to discuss the creation of a Case Management System for the State's Attorney and Public Defender and then provide integration of all groups so data exchanges can occur.

We recognized the original vendor had some limitations and they were not to the level that the product could be integrated. There was a time gap before they could move forward. They needed time to identify vendors that we wanted to use. They also needed to make sure support of their product would be provided by the vendors.

Committee members stated that they recalled that the County previously had a "priority" ownership in the software, when completed. It was stated that the vendor owns the "code" and the County abandoned its rights to future proceeds for this product. It was determined that there would be no market for such customized software. This software was customized to our needs. No extra expenditures were given in order to get this marketing piece.

Ms. Schmidt reminded committee members that the original contract was lacking in specifics. It was vague and through hard work the final contract was firmed up. The software works even though there were previous issues with the vendor. Reimbursements were part of their discussions but were never part of the contract. Mr. Sullivan stated that the County could obtain this source code in the future.

Committee members stated that the minutes from the various meetings should be reviewed and put into a step by step order so that the committee members would know what went on. Committee members were reminded that this would end up being a discussion on the previous vendor. They are now considering a new piece of software from a new vendor. This software will work in conjunction with the other products.

The State's Attorney's and Public Defender's offices have no case management system. They have had to make do with the tools they have been given. In July 2010 and RFP was sent out. The RFP included a high level of functional specifications, technology infrastructure and integration requirements. In January 2011 the RFP evaluation was completed. Business requirements have been evaluated by the States Attorney, Public Defender and Court Administration. In October they were informed that the RFP pricing would still be honored.

Currently these offices are working with an inefficient paper process. Each of the systems has evolved over time. A Case Management System for these offices will eliminate duplicate data entry. It will also automate business rules through workflow.

The Case Management System for the State's Attorney's office will cost \$1,153,750 over 18 months. There will be an annual cost of \$116,250. The system for the Public Defender will cost \$391,250 with annual costs of \$34,750. The systems will take six (6) to eighteen (18) months to implement. There will be a total annual fee of \$151,000. New Dawn Technologies, the proposed vendor, has been in business since 1996. They have handled over 300 client installations with the largest installation involving over 850 clients and they hold seven state wide contracts. This product also integrates with VisionAIR and OnBase.

A structured contract will be implemented where billing will be based on milestones outlined in the project plan. Signoffs would be required by the department, IT, Administration and the Law and Justice Committee. There will be \$640,000 in license fees due. This will be billed at 10% of the total over 5 months. This will result in a \$130,000 monthly fee for five months.

Mr. Sullivan stated that it was the consensus of the Internal Justice Governance Committee to move forward with this project. This committee included the States Attorney, Public Defender, Court Administration, County Administration and Information Technology.

Enhanced Integration provides information consolidation by exchanging data amongst the multiple data systems. There are 259 data exchanges with a series of twenty projects planned. Value is added through each project. New Dawn Technologies will partner with URL for this integration. URL participated in the 2004 Data Exchange Study. They are already providing service to Lake, Will, Kane and Cook Counties. During the Lake County visit they stated that they have a 10 year plan in place for their integration project. They are currently seven years into the plan.

Mr. Sullivan provided a list of twenty projects for enhanced integration. They have prioritized the exchange packages and created a high level project plan for review. So far, \$8.6 million dollars has been spent for this process. This has not involved any general fund dollars. The State's Attorney, Public Defender Case Management System will cost \$1.6 million to implement. Enhanced Integration will cost approximately \$4 million dollars over 10 years. This would result in annual costs of \$530,000 after 10 years.

Chairman Koehler informed the committee that they would have to take their questions to the County Board meeting as they have run out of time for this meeting.

ADJOURNMENT:

The meeting adjourned at 9:03 a.m. on a motion by Ms. Miller, seconded by Ms. Hill. The motion carried with all members present voting aye on a voice vote.

Dated and approved by the McHenry County Board at Woodstock, Illinois this _____ day of _____, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

ZONING BOARD OF APPEALS REPORT

TO THE MCHENRY COUNTY BOARD

PETITION #: 11-29

1. **Petitioner:** John Burns and Kathy Burns
2. **Request:** Renewal of Conditional Use Permit #01-11 to allow Petitioners to manufacture specialty fertilizer tablets for trees, shrubbery, roses, and the like.
**Note: A variation request to allow maximum land coverage for accessory structures to be 9,200 square feet instead of the 3,485 square feet allowed was originally requested, but was struck from the Petition at the hearing, following a revised Code Enforcement interpretation.*
3. **Location and size of property in question:** The subject property is located on the south side of Kishwaukee Valley Road, approximately 1,300 feet west of the intersection of Kishwaukee Valley Road and Illinois Route 23, in Marengo Township and consists of 5.12 acres, with a common address of 22005 Kishwaukee Valley Road.
4. **Date and time of hearing and voting meeting:** October 5, 2011 @ 1:30 PM
5. **Location of hearing and voting meeting:** McHenry County Administration Building, 667 Ware Road, Woodstock, Illinois 60098, Conference Room B
6. **Present at hearing:**
 - A. ZBA Members: Chairman Richard Kelly Jr., Vicki Gartner, Ed Haerter, Charles Eldredge, David Stone, John Rosene
 - B. Witnesses: John Burns
 - C. Attorney: Tom Schmitt
 - D. Public: Kim Kolner – County Staff, Matt Hansel – County Staff

Items of evidence: Product list, materials safety data sheet, fertilizer tablets

7. **SUMMARY OF TESTIMONY AT HEARING:**

Chairman Kelly opened the hearing and stated that the Petitioners were before the Board requesting the renewal of Conditional Use Permit #01-11 to allow the manufacture of specialty fertilizer tablets for trees, shrubbery, roses, and the like. Petitioner also requests a variation to allow a maximum land coverage for accessory structures to be 9,200 square feet instead of the 3,485 square feet allowed (see 'Note' from #2 above.)

Tom Schmitt, attorney for the Petitioners, stated that there is a residence and one outbuilding located on the subject property. Mr. and Mrs. Burns purchased the property around 1991. At that time, the residence and metal building were already located on-site. Mr. Schmitt stated that the north two acres of the property were zoned A-2 at that time in order to allow the Petitioners to reside on the property.

Mr. Schmitt indicated that a State's Attorney's Office opinion had previously been submitted, indicating that, due to the agricultural nature of the proposed business, a Conditional Use Permit would not be required. However, Mr. Burns got the

Conditional Use in 2001. A new State's Attorney's opinion was recently received after a re-review of the operation, and they determined that a Conditional Use is necessary for the proposed use. Mr. Schmitt stated that the use has not changed since the previous Conditional Use was granted. There is no outside storage, no underground tanks, and no signs. He also noted that there is minimal traffic, it is not noisy, and there is nothing flammable, liquid, or explosive. Mr. Schmitt pointed out that there have not been any complaints during the past ten years of operation. It is not located within floodplain or wetlands, and there is no contamination of the aquifer.

Mr. Schmitt stated that Mr. Burns and his daughters run the operation. There are no other employees. He noted that Shawn Haak, from Planning and Development indicated that there would be no need for restroom facilities if there were no customers or other employees coming to the site.

A large berm is located at the front of the property, which contains dense vegetation on top. Mr. Schmitt believes the screening requirements of Section 308 of the McHenry County Zoning Ordinance are met.

John Burns was called as a witness. Mr. Burns stated that he purchased the subject property in 1991 and rezoned the north two acres as A-2. Exhibit 1 was submitted, which was a list of the different products that are used in the business. Mr. Burns explained how his business works, noting that he uses raw granular or powdered fertilizer products. The product is ground up, mixed, and put into a machine that turns it into tablets. Mr. Burns noted that it is a dry process and is done by compaction, similar to how Alka Seltzer or aspirin is made. Once the tablets are made, they are cleaned, packed up, loaded onto a skid, and shipped.

A materials safety data sheet was submitted as Exhibit 2. The exhibit details any hazards of the various products used in the business. Mr. Burns stated that there are no herbicides, pesticides, or any other hazardous materials used in the operation. Three tablets made as part of the business operation were submitted as Exhibit 3. The tablets represent the three primary sizes used.

Mr. Burns indicated that his business is wholesale, and nothing is sold from the property. With regards to traffic on-site, he stated that they get raw materials in and finished product out by semi trucks and UPS deliveries. On average, there are about two trucks per week.

Mr. Schmitt asked about future expansion of the business. Mr. Burns replied that he would like to expand the existing building at some time. He previously hoped to construct a separate accessory building, but he believes it is more feasible to add onto the existing structure, possibly an additional 1,000 to 1,500 square feet. Mr. Burns explained that he has no employees, other than his daughter. He used to employ part-time employees, but he no longer does. Mr. Burns addressed the Standards for Conditional Use.

The Zoning Board questioned whether the requested variation would be required. Staff indicated that they could get an opinion from Matt Hansel, the Code Enforcement Officer. Mr. Hansel stated that the Conditional Use request would be creating a second principal use, so he believes a variation for accessory coverage would not be necessary, as the building(s) to be used for the business would then be

considered principal as well. Mr. Schmitt struck the variation request from the Petition.

Staff indicated that an email had been received from the McHenry County Division of Transportation (McDOT). They stated that, if the business creates more traffic, changes might be needed on Kishwaukee Valley Road. Also, large trucks had previously been parked out on Kishwaukee Valley Road at the location of the subject property. Ray Beets, from McDOT, indicated that parking is not allowed on that road and is a concern due to limited visibility from a hill in that location. McDOT also pointed out that tree branches on the site should be cleaned up to improve site visibility problems. Staff believes that all of these issues have been addressed.

Chairman Kelly stated that the Endangered Species Consultation process had been terminated. The Soil and Water Conservation District report had been received, and they indicated a full report would not be necessary.

8. **Planning & Development Department Staff Report-Comments and Conclusions:**
The following comments and conclusions are based upon staff analysis and review prior to this hearing and are to be considered viable unless evidence is established to the contrary. Staff may have additional comments based upon the testimony presented during the public hearing.

Conditional Use Request

The Conditional Use request is not in conflict with the surrounding agricultural uses, however, it is in conflict with the adjacent single-family residential use. The requested conditional use will not affect the current zoning, which is A-1 and A-2 Agriculture. The text of the 2030 Comprehensive Plan does not support or oppose the proposed use. The request would not be eliminating any cropland from the area because all of the business activities are contained inside of the existing building, therefore, it would have minimal impact on to agricultural resources. IDNR indicated that adverse impacts to protected resources are unlikely. The conditional use area does not contain areas of high & moderate contamination potential, wetlands, and floodplains areas. The requested conditional use is not in conflict with the 2030 Future Land Use Map designation of Agricultural.

Staff recommends approval, subject to appropriate conditions.

Request for Variation

The petitioners also request a variation to allow the maximum land coverage for accessory structures to be 9,200 square feet instead of the 3,485 square feet allowed. The pole barn currently located on the PIQ covers approximately 4,200 square feet of land. The petitioners may also construct an additional 5,000 square foot building in the future. This request would be needed to allow the petitioner the ability to expand their operations in the future.

BACKGROUND

The PIQ is approximately 5.12 acres in area. The site plan shows that there is a single-family residence and a medal clad building located within the PIQ. There was a prior conditional use which expired July 17, 2011 to allow the requested use, under Petition #01-11.

STAFF ANALYSIS – CONDITIONAL USE REQUEST

The purpose of the Conditional Use is to establish standards for those uses which, because of their unique characteristics, cannot be properly classified in any particular district or districts, without consideration in each case of the impact of those uses upon neighboring land and of the public need for the particular use at the particular location.

1) Current Land Use:

The requested conditional use, being a pre-existing established use in the area and that all activities take place in the existing building, is not in conflict with the surrounding agricultural uses. However, the requested conditional use is in conflict with the adjacent single-family residential use.

2) Zoning:

The requested conditional use will not affect the current zoning, which is A-1 and A-2 Agriculture district.

3) 2030 Comprehensive Plan text:

The text of the 2030 Comprehensive Plan does not support or oppose the proposed use. The request would not be eliminating any cropland from the area because all of the business activities are contained inside of the existing building, therefore would have minimal impact on to agricultural resources.

4) 2030 Comprehensive Plan Future Land Use map:

The requested conditional use is not in conflict with the map designation of Agricultural.

5) Environmental Factors:

According to the SARA map, the PIQ does not have a high & moderate potential for aquifer contamination. There are no wetlands, floodplains, or floods-of-record within the conditional use area. The McHenry County Soil and Water Conservation District Natural Resources Inventory letter was received and it indicated that a full report would not be necessary. Please refer to L00-023-3674 for more information. The Illinois Department of Natural Resources (IDNR) indicated that impact on protected state resources would be unlikely and the consultation has been terminated.

NOTES

- All requirements of Article 5, Section 502.3 STANDARDS FOR CONDITIONAL USE must be met, and
- Staff will have additional comments based upon the testimony presented during the public hearing.

9. **Soil and Water Conservation District Report:** For additional information refer to NRI L11-023-3674.

10. **Illinois Department of Conservation:** The consultation has been terminated.

11. **SUMMARY OF VOTING MEETING DISCUSSION:**

Chairman Kelly opened the voting meeting immediately following the hearing and stated that there were proposed conditions listed as follows:

1. The Conditional Use shall be good for ten years from the date of approval by the McHenry County Board.
2. Retail sales of fertilizer products from the property in question shall be prohibited.
3. Expansion of the operation shall be limited to an additional 5,000 square feet.
4. The commercial storage of herbicides, pesticides, and other hazardous material shall be prohibited.
5. The hours of operation shall be from 7:00 a.m. to 6:00 p.m., Monday through Friday.
6. Full-time employees shall be limited to two.
7. Screening shall be maintained along the north property line of the subject property. Screening shall meet the minimum requirements of the 2000 McHenry County Zoning Ordinance.
8. All local, state, and federal laws shall be met.

Ed Haerter stated that he would like to amend Condition #1 to 20 years. David Stone seconded the motion. The Board voted to approve the change and Condition #1 was amended to 20 years. Mr. Stone made a motion to delete Condition #3, as a variation was not needed. Chairman Kelly explained that the condition was put in there to limit the size of the business, and Mr. Stone withdrew his motion. Mr. Haerter made a motion to approve the 8 proposed conditions. Vicki Gartner seconded the motion. The Board voted 6-0 to approve the conditions. Mr. Haerter made a motion to recommend approval of the request, subject to the 8 approved conditions. Ms. Gartner seconded the motion. Mr. Haerter feels that the business is agricultural related. He noted that the operation is non-toxic and that the Petitioners have met the Standards for Conditional Use. The Board agreed and were in favor of the request.

12. Facts that support recommending *approval* of the request:

- 1.) The Standards for Conditional Use, listed in Article 5, under Section 502.3 of the 2000 McHenry County Zoning Ordinance have been met to the satisfaction of the Zoning Board of Appeals.
- 2.) The use is agricultural related.
- 3.) There were no objections from neighbors or government agencies.
- 4.) There is minimal traffic.

13. Facts that support recommending *denial* of the request: None

14. Motion: Made by Ed Haerter, seconded by Vicki Gartner for a renewal of Conditional Use Permit #01-11 to allow Petitioners to manufacture specialty fertilizer tablets for trees, shrubbery, roses, and the like, subject to the following conditions:

1. The Conditional Use shall be good for 20 years from the date of approval by the McHenry County Board.
2. Retail sales of fertilizer products from the property in question shall be prohibited.
3. Expansion of the operation shall be limited to an additional 5,000 square feet.

4. The commercial storage of herbicides, pesticides, and other hazardous material shall be prohibited.
5. The hours of operation shall be from 7:00 a.m. to 6:00 p.m., Monday through Friday.
6. Full-time employees shall be limited to two.
7. Screening shall be maintained along the north property line of the subject property. Screening shall meet the minimum requirements of the 2000 McHenry County Zoning Ordinance.
8. All local, state, and federal laws shall be met.

15. Vote: 6 - AYES; 0 - NAYS; 0 - ABSTAIN

Ed Haerter - Aye
David Stone - Aye
Vicki Gartner - Aye
Charles Eldredge - Aye
John Rosene - Aye
Rich Kelly - Aye

GOES TO COUNTY BOARD WITH ZBA RECOMMENDATION FOR APPROVAL

1 MR. HAERTER: Yes.

2 CHAIRMAN KELLY: Mr. Stone?

3 MR. STONE: Yes.

4 CHAIRMAN KELLY: Mrs. Gartner?

5 MS. GARTNER: Yes.

6 CHAIRMAN KELLY: Mr. Eldredge?

7 MR. ELDREDGE: Yes.

8 CHAIRMAN KELLY: Mr. Rosene?

9 MR. ROSENE: Yes.

10 CHAIRMAN KELLY: I'll vote yes. The
11 conditions would be recommended 6-to-0.

12 At this time I would take a motion
13 in regard to the proposed Conditional Use subject
14 to those eight conditions.

15 MR. HAERTER: So moved.

16 MS. GARTNER: I'll second.

17 CHAIRMAN KELLY: Motion by Mr. Haerter;
18 seconded by Ms. Gartner. Discussion,
19 Mr. Haerter?

20 MR. HAERTER: This is, in my opinion
21 ag-related. It's somewhat akin to the operation
22 that Hughes has going east of here on Kishwaukee
23 Valley and Bull View where they're using an old
24 barn to make ag-related products.

1 I don't see any endangerment at all
2 to anything in the county, anything that he's
3 using to manufacture these fertilizer pellets.
4 It's non-toxic. And the final product is being
5 made to apply on the ground as fertilizer in the
6 ground. I believe that they have met all the
7 standards in 502.3, and I would be in favor.

8 CHAIRMAN KELLY: Thank you. Mr. Eldredge?

9 MR. ELDREDGE: I agree with Mr. Haerter. I
10 think that this is the kind of business that
11 should be located and is entirely suitable to be
12 located in an agricultural district and I'm in
13 favor.

14 CHAIRMAN KELLY: Mr. Stone?

15 MR. STONE: I have nothing to add. I'm in
16 favor.

17 CHAIRMAN KELLY: Thank you. Ms. Gartner?

18 MS. GARTNER: I'm in favor of it.

19 CHAIRMAN KELLY: Thank you. Mr. Rosene?

20 MR. ROSENE: I'm in favor.

21 CHAIRMAN KELLY: I agree with the comments.
22 I'm in favor of the petition. I'll call for a
23 vote.

24 Mr. Haerter?

1 MR. HAERTER: Yes.

2 CHAIRMAN KELLY: Mr. Stone?

3 MR. STONE: Yes.

4 CHAIRMAN KELLY: Mrs. Gartner?

5 MS. GARTNER: Yes.

6 CHAIRMAN KELLY: Mr. Eldredge?

7 MR. ELDREDGE: Yes.

8 CHAIRMAN KELLY: Mr. Rosene?

9 MR. ROSENE: Yes.

10 CHAIRMAN KELLY: I'll vote yes. This will
11 go to the County Board with a 6-to-0 vote
12 recommending approval. At this time the hearing
13 is closed.

14 MR. SCHMITT: Thank you very much.

15 (Which were all the
16 proceedings had in
17 said matter on said
18 date.)

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IN THE MATTER OF THE APPLICATION)
OF JOHN BURNS AND KATHY BURNS)
FOR A CONDITIONAL USE PERMIT) PETITION NO. 11-29
UNDER THE MCHENRY COUNTY ZONING)
ORDINANCE)

ORDINANCE

WHEREAS, your Petitioners, JOHN BURNS and KATHY BURNS, have filed a petition with the McHenry County Zoning Board of Appeals requesting a Conditional Use Permit with respect to the following described real estate:

That part of the West Half of the Northeast Quarter of Section 11, Township 44 North, Range 5 East of the Third Principal Meridian, described as follows: Beginning at the Northeast corner of said West Half of the Northeast Quarter; thence South 0 degrees, 43 minutes, 38 seconds West along the east line thereof, 892.44 feet; thence South 89 degrees, 46 minutes, 00 seconds West, 250.0 feet; thence North 0 degrees, 43 minutes, 38 seconds East parallel to the said East line, 891.01 feet to the North line of said West half of the Northeast Quarter; thence easterly along said line, 250.0 feet to the point of beginning, in McHenry County, Illinois

Commonly known as: 22005 Kishwaukee Valley Road
Marengo, Illinois 60152

Permanent Property Index No. 11-11-200-010; and

WHEREAS, the property which is the subject of this Petition consists of approximately 5.12 acres and is improved with a residence and one outbuilding. The dimensions of the property are approximately 250.0 feet on the north, 891.01 feet on the west, 250.0 feet on the south and 892.44 feet on the east. Further, the property is located on the south side of Kishwaukee Valley Road and has an address of 22005 Kishwaukee Valley Road, Marengo, Illinois 60152. The property has approximately 250.0 feet of frontage on Kishwaukee Valley Road, and is approximately 1310 feet west of the intersection of Kishwaukee Valley Road and Illinois Route 23. Finally, the property is located in Marengo Township, McHenry County, Illinois; and

WHEREAS, the subject property is presently classified as "A-1C" Agriculture District, except for the north 348.50 feet of the subject property which is presently classified as "A-2C" Agriculture District; and

WHEREAS, all contiguous property is zoned as "A-1" Agriculture District; and

WHEREAS, the Petitioners are requesting a Renewal of Conditional Use Permit #01-11 to allow them to manufacture specialty fertilizer tablets for trees, shrubbery, roses and the like; and

WHEREAS, a hearing on said petition was held before the Zoning Board of Appeals of McHenry County in the manner and the form as prescribed by the Ordinance and Statute; and

WHEREAS, as a result of said hearing, the taking of evidence, and the viewing of the exhibits advanced thereat, the Zoning Board of Appeals of McHenry County did recommend by a vote of 6 ayes and 0 nays the granting of the Renewal of the Conditional Use Permit #01-11 to allow the manufacture of specialty fertilizer tablets for trees, shrubbery, roses, and the like, subject to the following conditions:

1. The Conditional Use shall be good for twenty (20) years from the date of approval by the McHenry County Board;
2. Retail sales of fertilizer products from the property in question shall be prohibited;
3. The expansion of the operation shall be limited to an additional five thousand (5,000) square feet;
4. The commercial storage of herbicides, pesticides, and other hazardous materials shall be prohibited;
5. The hours of operation shall be 7:00 a.m. to 6:00 p.m., Monday through Friday;
6. Full-time employees shall be limited to two (2);
7. Screening shall be maintained along the north property line of the subject property. Screening shall meet the minimum requirements of the 2000 McHenry County Zoning Ordinance; and
8. All local, state, and federal laws shall be met.

WHEREAS, the McHenry County Board has considered the recommendation as submitted by the Zoning Board of McHenry County; and

WHEREAS, the McHenry County Board has determined that the standards for a Conditional Use Permit as set forth in the McHenry County Zoning Ordinance and the Illinois Compiled Statutes have been met.

NOW, THEREFORE, BE IT ORDAINED that the Zoning Ordinance and the Zoning Maps of McHenry County, and such Ordinances and such maps as amended, be and the same are hereby amended to allow the issuance of a Conditional Use Permit to allow the manufacture of specialty fertilizer tablets for trees, shrubbery, roses and the like with the following conditions:

1. The Conditional Use shall be good for twenty (20) years from the date of approval

by the McHenry County Board;

2. Retail sales of fertilizer products from the property in question shall be prohibited;
3. The expansion of the operation shall be limited to an additional five thousand (5,000) square feet;
4. The commercial storage of herbicides, pesticides, and other hazardous materials shall be prohibited;
5. The hours of operation shall be 7:00 a.m. to 6:00 p.m., Monday through Friday;
6. Full-time employees shall be limited to two (2);
7. Screening shall be maintained along the north property line of the subject property. Screening shall meet the minimum requirements of the 2000 McHenry County Zoning Ordinance; and
8. All local, state, and federal laws shall be met.

If any part, sentence, clause or provision of this ordinance is adjudged to be unconstitutional or invalid, the remainder of this ordinance shall not be affected thereby.

This Ordinance shall be in full force and effect from and after its passage as by law provided.

DATED this _____ day of _____, 2011.

Chairman McHenry County Board
McHenry County, Illinois

ATTEST:

County Clerk

NUMBER VOTING AYE: _____

NUMBER VOTING NAY: _____

NUMBER ABSTAINING: _____

NUMBER ABSENT: _____

Staff Report for the McHenry County Zoning Board of Appeals

Petition: # 11-29

Hearing Date: October 5, 2011

Applicant: John Burns and Kathy Burns, owners of record.

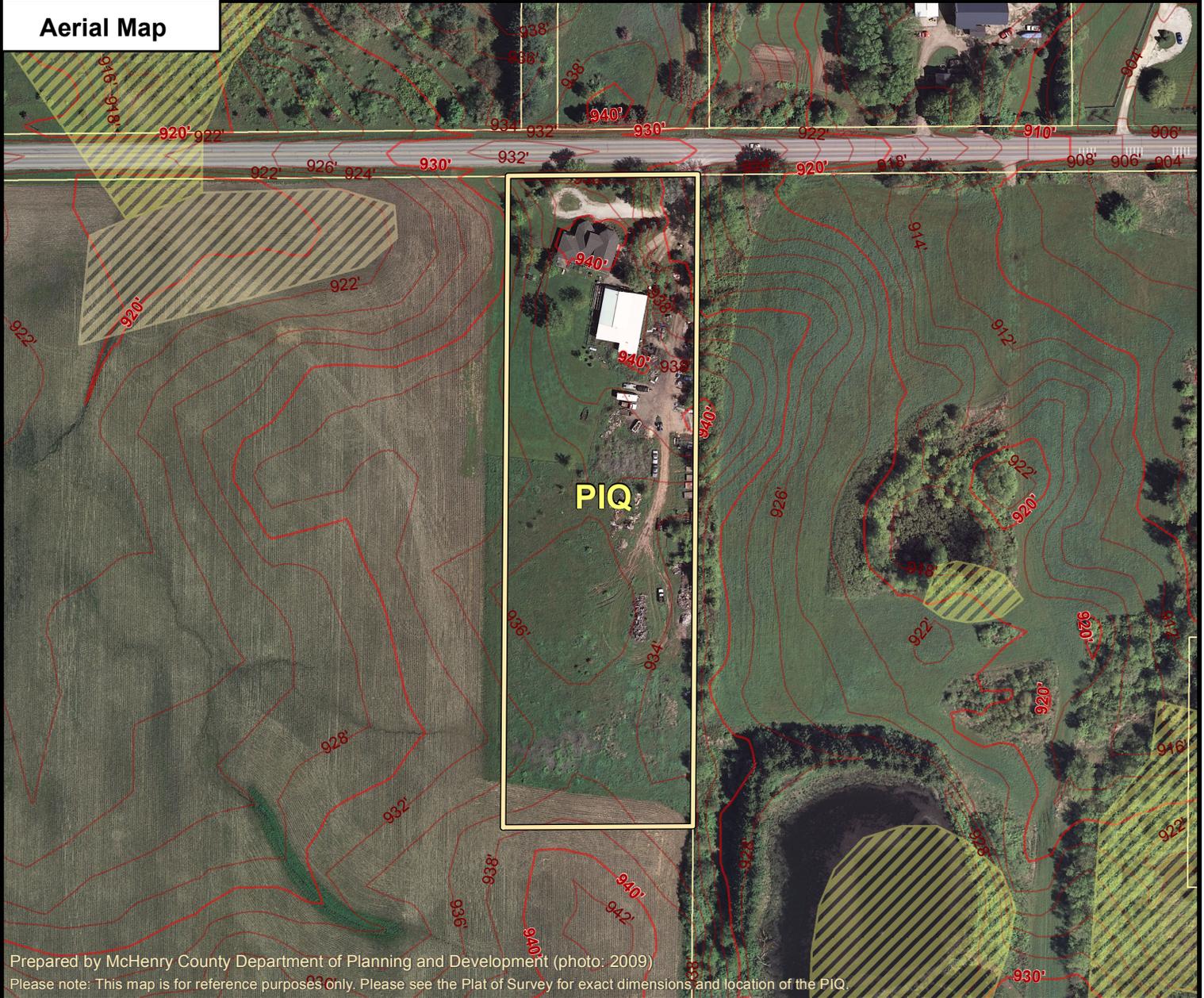
Request: Renewal of Conditional Use Permit #01-11 to allow them to manufacture specialty fertilizer tablets for trees, shrubbery, roses, and the like. The Petitioner also requests a variation to allow maximum land coverage for accessory structures to be 9,200 square feet instead of the 3,485 square feet allowed.

Location: The Property in Question (PIQ) consists of 5.12 acres and is located on the south side of Kishwaukee Valley Road approximately 1300 feet west of the intersection of Kishwaukee Valley Road and Illinois Route 23, in Marengo Township.

Address: 22005 Kishwaukee Valley Road, Marengo, Illinois

PIN: 11-11-200-010

Aerial Map



Elevation

(feet above sea level)

- 10-foot contours
- 2-foot contours

ADID Wetland Map 2005

- High Functional Value Wetland (hfvw)
- High Quality Wetland (hqw)
- Wetland (w)
- Farmed Wetland (fw)

FEMA Flood Hazard Areas

- 0.2 % Annual Chance of Flood
- 1% Annual Chance of Flood
- Floodway

Feet
100
50
0
100
200

1 inch equals 200 feet



Staff Report for the McHenry County Zoning Board of Appeals

STAFF COMMENTS

The following comments and conclusions are based upon staff analysis and review prior to this hearing and are to be considered viable unless evidence is established to the contrary. Staff may have additional comments based upon the testimony presented during the public hearing.

Conditional Use Request

The Conditional Use request is not in conflict with the surrounding agricultural uses, however, it is in conflict with the adjacent single-family residential use. The requested conditional use will not affect the current zoning, which is *A-1 and A-2 Agriculture*. The text of the 2030 Comprehensive Plan does not support or oppose the proposed use. The request would not be eliminating any cropland from the area because all of the business activities are contained inside of the existing building, therefore, it would have minimal impact on to agricultural resources. IDNR indicated that adverse impacts to protected resources are unlikely. The conditional use area does not contain areas of high & moderate contamination potential, wetlands, and floodplains areas. The requested conditional use is not in conflict with the *2030 Future Land Use Map* designation of Agricultural.

Staff recommends approval, subject to appropriate conditions.

Request for Variation

The petitioners also request a variation to allow the maximum land coverage for accessory structures to be 9,200 square feet instead of the 3,485 square feet allowed. The pole barn currently located on the PIQ covers approximately 4,200 square feet of land. The petitioners may also construct an additional 5,000 square foot building in the future. This request would be needed to allow the petitioner the ability to expand their operations in the future.

BACKGROUND

The PIQ is approximately 5.12 acres in area. The site plan shows that there is a single-family residence and a medal clad building located within the PIQ. There was a prior conditional use which expired July 17, 2011 to allow the requested use, under Petition #01-11.

STAFF ANALYSIS – CONDITIONAL USE REQUEST

The purpose of the Conditional Use is to establish standards for those uses which, because of their unique characteristics, cannot be properly classified in any particular district or districts, without consideration in each case of the impact of those uses upon neighboring land and of the public need for the particular use at the particular location.

1) Current Land Use:

The requested conditional use, being a pre-existing established use in the area and that all activities take place in the existing building, is not in conflict with the surrounding agricultural uses. However, the requested conditional use is in conflict with the adjacent single-family residential use.

2) Zoning:

The requested conditional use will not affect the current zoning, which is *A-1 and A-2 Agriculture* district.

3) 2030 Comprehensive Plan text:

The text of the 2030 Comprehensive Plan does not support or oppose the proposed use. The request would not be eliminating any cropland from the area because all of the business activities are contained inside of the existing building, therefore would have minimal impact on to agricultural resources.

4) 2030 Comprehensive Plan Future Land Use map:

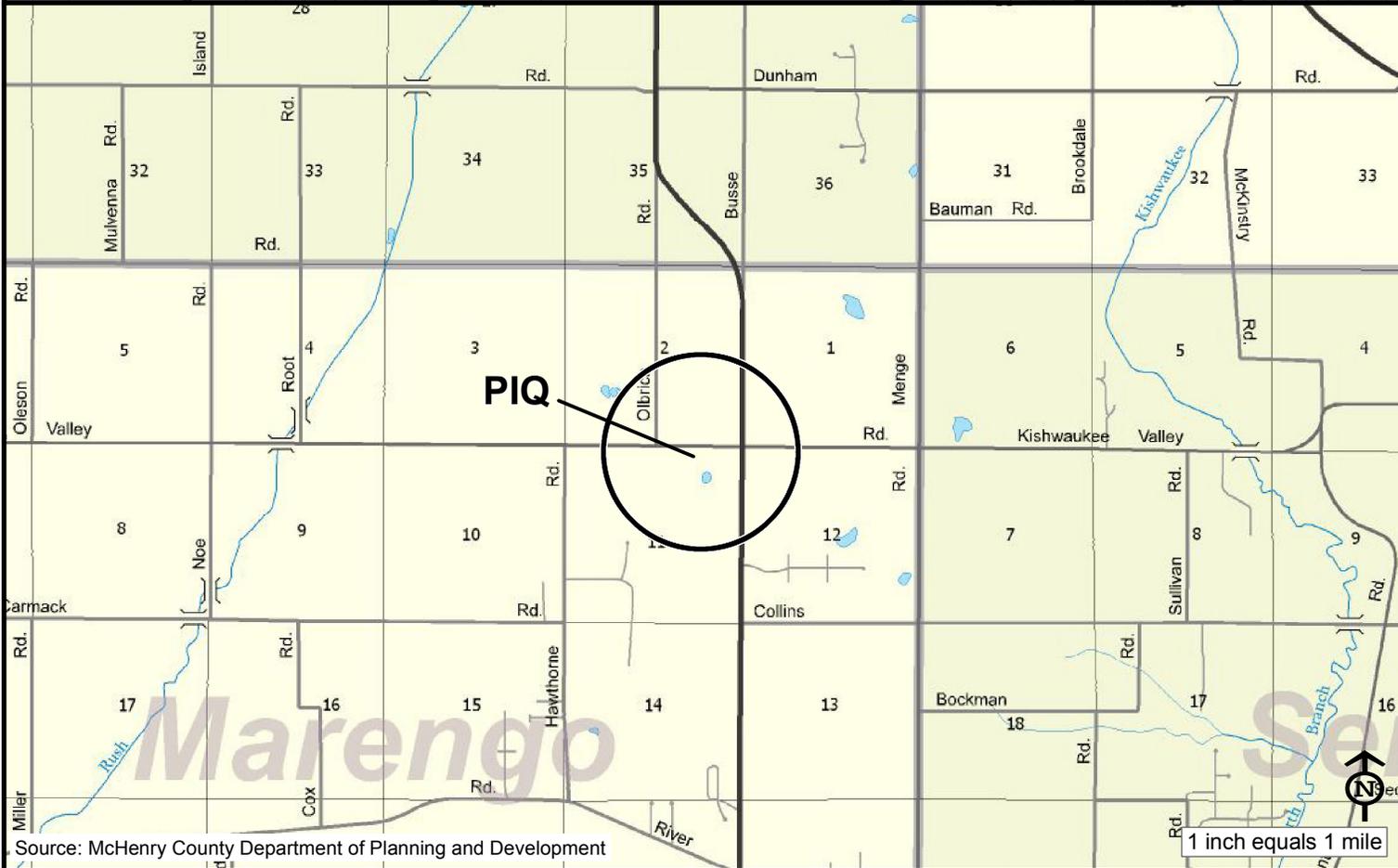
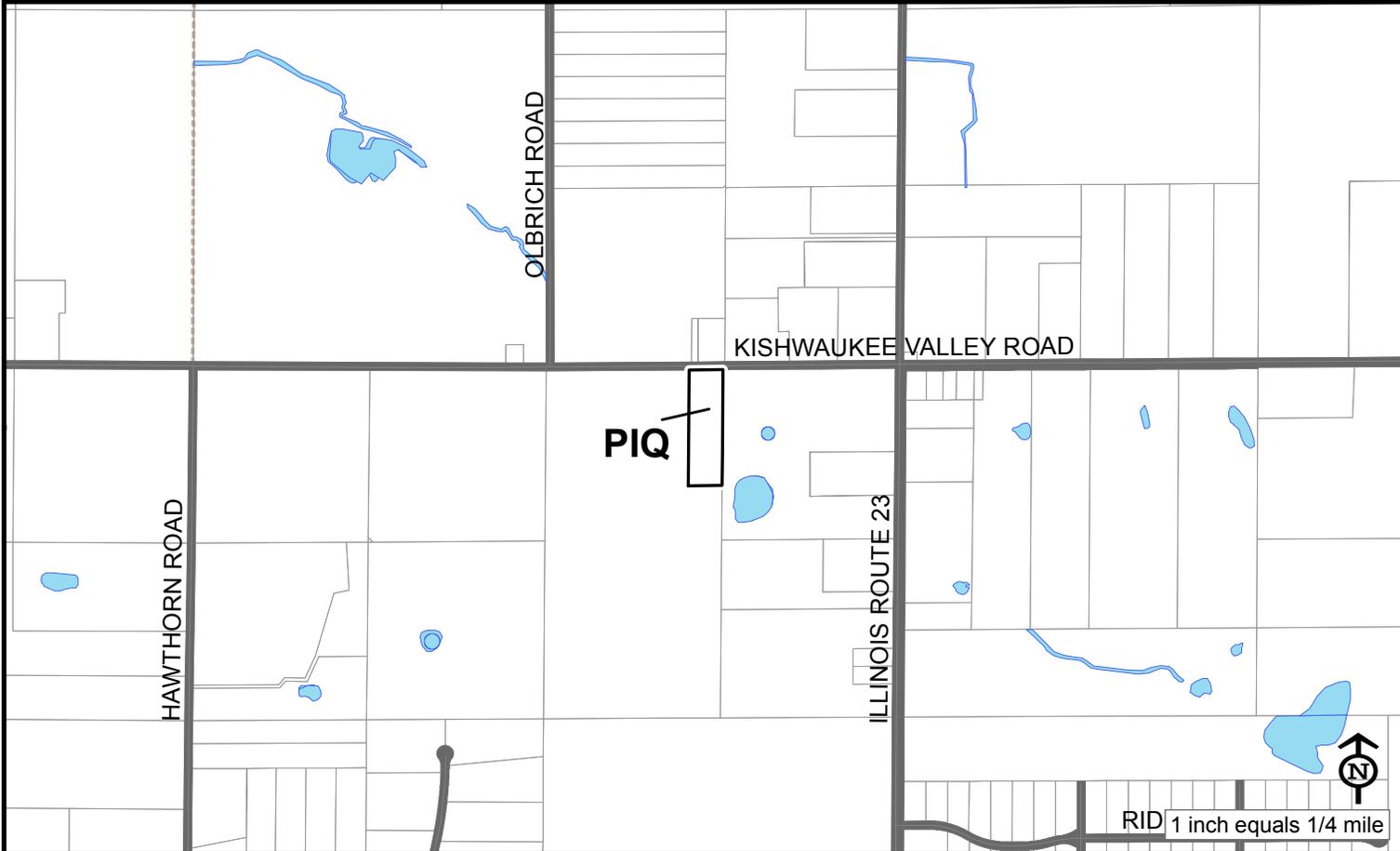
The requested conditional use is not in conflict with the map designation of Agricultural.

5) Environmental Factors:

According to the SARA map, the PIQ does not have a high & moderate potential for aquifer contamination. There are no wetlands, floodplains, or floods-of-record within the conditional use area. The McHenry County Soil and Water Conservation District Natural Resources Inventory letter was received and it indicated that a full report would not be necessary. Please refer to L00-023-3674 for more information. The Illinois Department of Natural Resources (IDNR) indicated that impact on protected state resources would be unlikely and the consultation has been terminated.

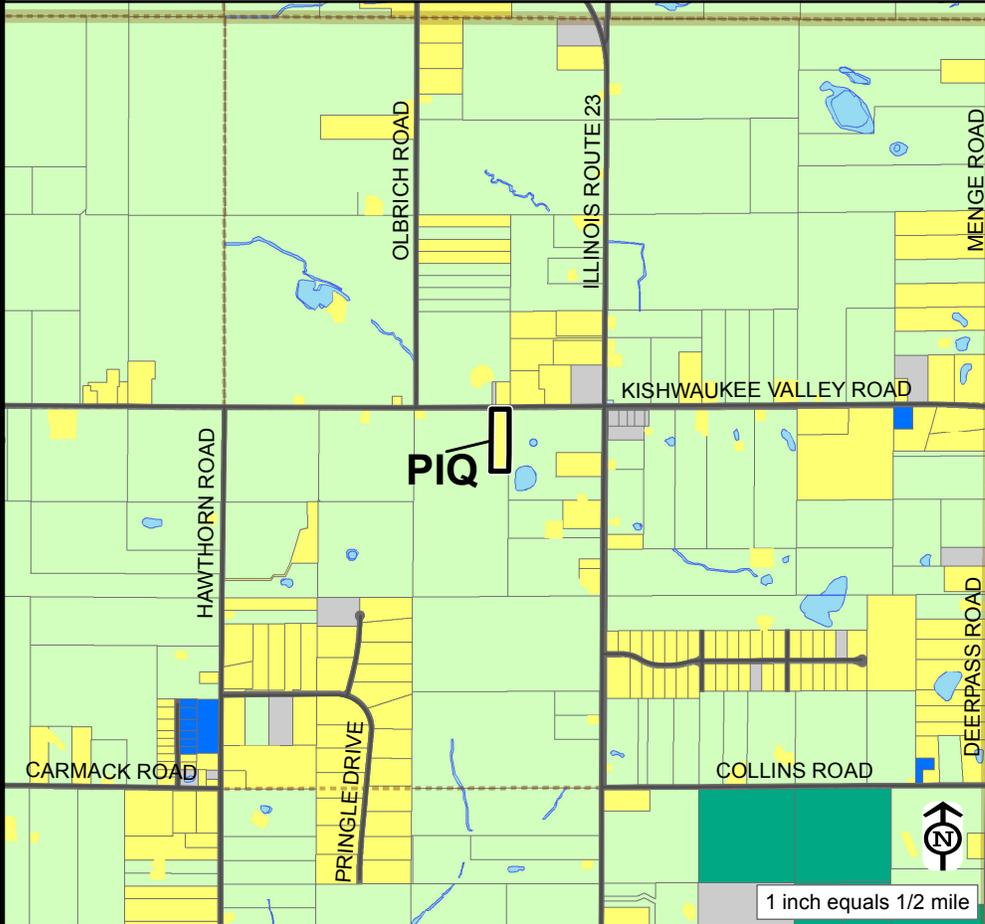
NOTES

- All requirements of Article 5, Section 502.3 STANDARDS FOR CONDITIONAL USE must be met, and
- Staff will have additional comments based upon the testimony presented during the public hearing.



Source: McHenry County Department of Planning and Development

Current Land Use Map



Current Land Use of the PIQ

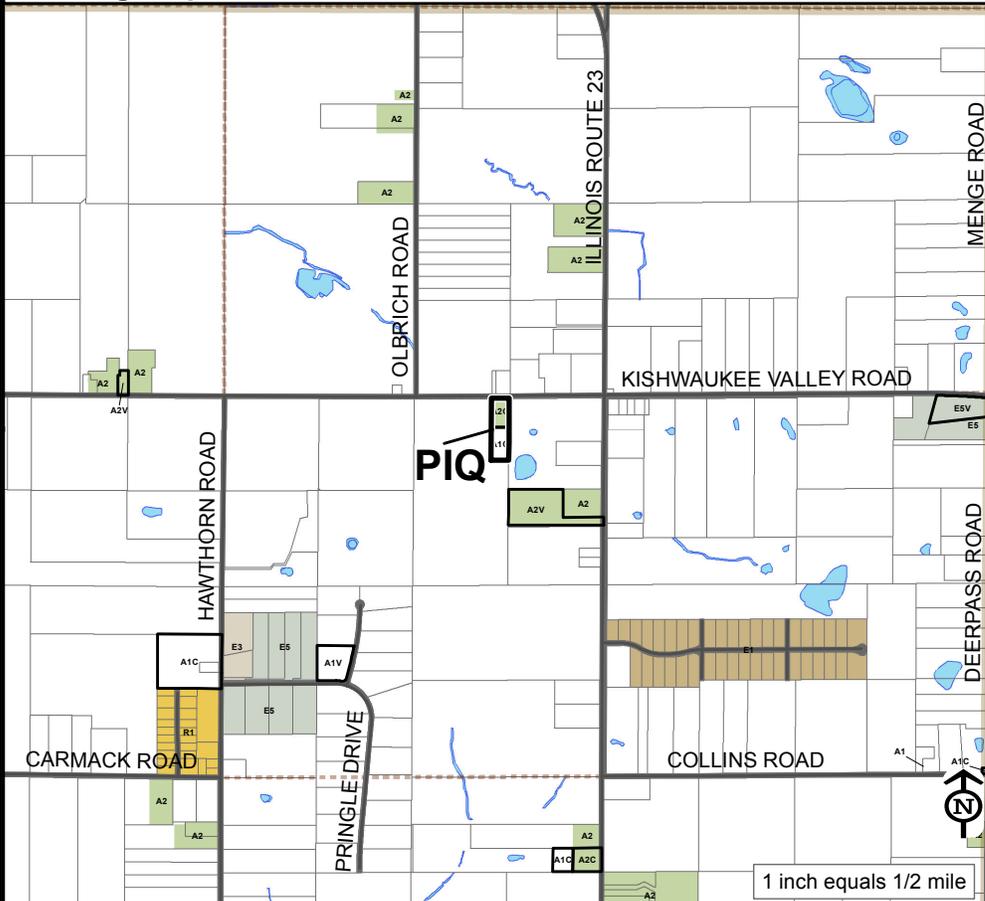
Single-Family Residential

Land Use Adjacent to the PIQ

North: *Single-Family Residential*
 South: *Agriculture*
 East: *Agriculture*
 West: *Agriculture*



Zoning Map



Current Zoning / PIQ:

A-1C & A-2C Agriculture

Adjacent Zoning

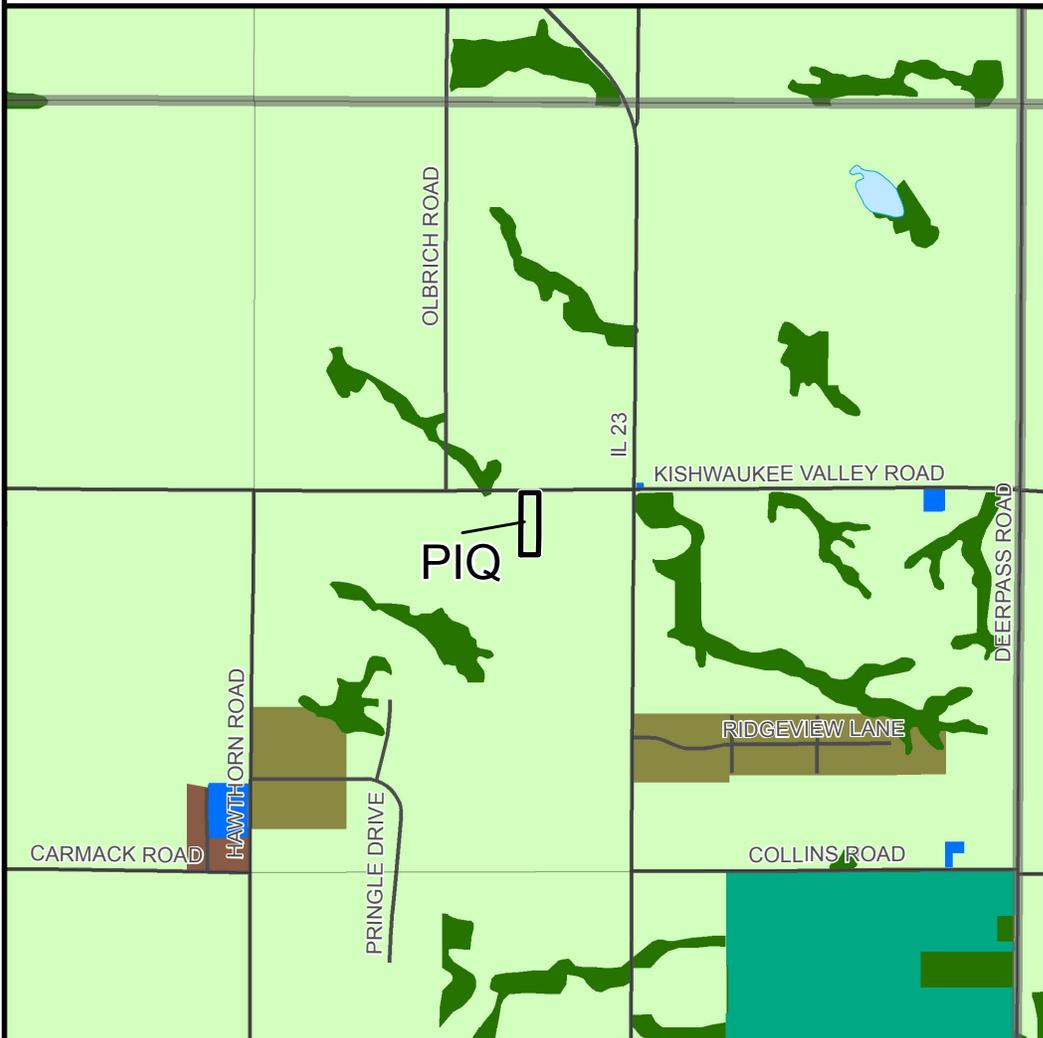
North: A-1 Agriculture
 South: A-1 Agriculture
 East: A-1 Agriculture
 West: A-1 Agriculture



McHenry County 2030 Comprehensive Plan Future Land Use Map

Future Land Use Map Designation

AGRICULTURAL



Township Plan Designation

Marengo Township: *Low Density 2 - 10 Acre Parcels*

Municipal Plan Designations

NONE

McHenry County 2030 Comprehensive Plan – Text Analysis

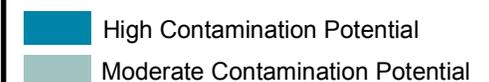
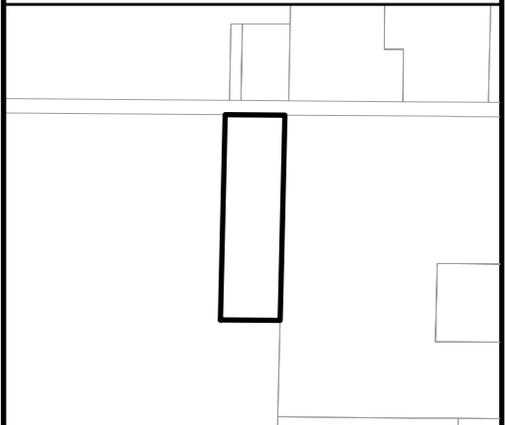
Land Use

Agricultural – represents existing agricultural areas, including cropland, pastureland, farm yards, and farmsteads, that should remain in agricultural use through the 2030 planning horizon. Development in the Agricultural District should be strictly limited to agriculture, agriculture residences, and agricultural support uses.

Sensitive Aquifer Recharge Areas

The site does not contain a high or moderate potential for aquifer contamination. There are also no wetlands, floodplains, or floods of record within the PIQ.

Sensitive Aquifer Recharge Areas (SARA)



Community Character & Housing

The request does not involve any new housing and therefore no text is applicable.

Agricultural Resources

Objective: *"Maintain and protect the most productive agricultural lands, where appropriate, by discouraging nonagricultural growth in these areas."* (p. 29)

The proposed conditional use would not impact the underline zoning of A-1 Agriculture District. The request would not be eliminating any cropland from the area because all of the business activities take are contained inside the existing building, therefore would have minimal impact on to agricultural resources. Even though there are no retail sales onsite, the products the petitioner would be manufacturing has the possibility of assisting other agricultural uses in the area like greenhouses and nurseries.

Greenways, Open Space & Natural Resources

Objective: *"Promote land uses that... minimize the impact on land, water, energy, and other natural resources"...* (p. 43)

The Illinois Department of Natural Resources (IDNR) report indicated that impacts to protected resources would be unlikely and the consultation has been terminated.

Water Resources

Objective: *"Preserve, improve, and replenish the quality and quantity of existing groundwater resources."* (p. 63)

According to the SARA map, the PIQ does not have a high potential for aquifer contamination. The PIQ does not contain any wetlands, floodplains, or floods-of-record.

Economic Development

There is no text that applies to the proposed use.

Infrastructure

There is no text that applies to the proposed use.

2030 Comprehensive Plan Analysis

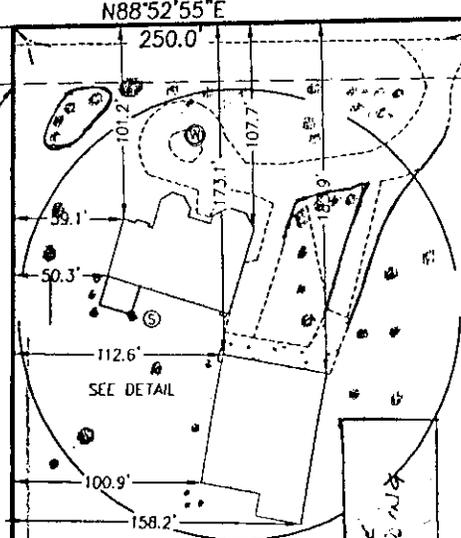
The text of the 2030 Comprehensive Plan does not support or oppose the proposed use. Impacts to protected species or sites will be unlikely. The PIQ does not contain any areas of high potential for aquifer contamination, wetlands, floodplains, or floods-of-record. The request would not be eliminating any cropland from the area because all of the business activities take place in the existing building, therefore would have minimal impact on to agricultural resources.

W 1/2 OF THE NE 1/4 SECTION 11-44-5

FOUND PK NAIL

FOUND IRON BAR
30.95'S & 0.48'E
OF CORNER

FOUND IRON BAR
32.39'S & 0.45'W
OF CORNER



POSSIBLE BUILDING

222,898. ± Sq.Ft.
5.117 Acres

N00°10'20"E 891.00'
DEED=N00°43'38"E 891.00'

E. LINE OF THE W 1/2 OF THE NE 1/4 SECTION 11-44-5
DEED=S00°43'38"W 892.44'
S00°10'20"W 892.44'

APPROXIMATE LOCATION OF HIGH
PRESSURE UNDERGROUND GAS PIPELINE
BY LOCATION OF ABOVE GROUND MARKERS

DEED=S89°40'00"W 250.00'
S89°12'42"W 250.00'

FOUND IRON BAR
4.09'E & 0.93'N
OF CORNER

SET IRON BAR

FOUND IRON BAR
4.13'E OF CORNER

SET IRON BAR

APPOINTMENTS

TUESDAY, NOVEMBER 15, 2011

* * * * *
APPOINTMENT BY COUNTY BOARD CHAIRMAN
* * * * *

BE IT RESOLVED, BY THE McHENRY COUNTY BOARD THAT THE FOLLOWING APPOINTMENTS BE AND ARE HEREBY ADOPTED:

	<u>Expiration Date</u>
13.05 <u>McHENRY COUNTY EMERGENCY TELEPHONE SYSTEM BOARD</u> Andrew Zinke	11/30/2013
13.10 <u>McHENRY COUNTY HOUSING COMMISSION</u> Ryan L. Anderson Thomas W. Johnson	04/30/2013 04/30/2013

DATED AT WOODSTOCK, ILLINOIS, THIS 15TH DAY OF NOVEMBER, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ
County Clerk

Requestor: KCSCHULT
Performance Accounting

COUNTY CLERK'S OFFICE—OCTOBER 2011

Page 1 of 1

Date/Time of Report: 11/8/2011 14:46:13

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Monthly Activity

FILED
McHENRY COUNTY, IL

NOV - 8 2011

Katherine C. Schultz
COUNTY CLERK

Style: Tabular

Dept: 14

Org:

Summarize by: OCA Secondary Summarize by: (None)

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept	Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
140001	County Clerk	8010	Misc. County Clerk Fees		\$0.00	\$11,031.05	\$0.00	(\$11,031.05)	0.00%
140001	County Clerk	8020	County Clk Tax Redemption Fe		\$0.00	\$6,300.00	\$0.00	(\$6,300.00)	0.00%
140001	County Clerk	9510	Interest Income		\$0.00	\$117.49	\$0.00	(\$117.49)	0.00%
140005	Automation Fun	8033	County Clerk Automation Fees		\$0.00	\$1,078.00	\$0.00	(\$1,078.00)	0.00%
140005	Automation Fun	9510	Interest Income		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140005	Automation Fun	9990	UTILIZATION OF FUND BALA		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
					\$0.00	\$18,526.54	\$0.00	(\$18,526.54)	0.00%

Requestor: KCSCHULT
Performance Accounting

COUNTY CLERK'S OFFICE—OCTOBER 2011

Page 1 of 1
Date/Time of Report: 11/8/2011 14:46:23

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Year Activity

Style: Tabular
Dept: 14
Org:
Summarize by: OCA Secondary Summarize by: (None)
Primary Detail by: OCA Secondary Detail by: Object Lvl 3
Accrued Revenue: Included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
140001	County Clerk	8010	Misc. County Clerk Fees	\$190,000.00	\$160,204.77	\$0.00	\$29,795.23	84.32%
140001	County Clerk	8020	County Clk Tax Redemption Ft	\$180,000.00	\$145,274.75	\$0.00	\$34,725.25	80.71%
140001	County Clerk	9510	Interest Income	\$2,000.00	\$1,851.16	\$0.00	\$148.84	92.56%
140005	Automation Fun	8033	County Clerk Automation Fees	\$13,000.00	\$12,199.00	\$0.00	\$801.00	93.84%
140005	Automation Fun	9510	Interest Income	\$125.00	\$113.00	\$0.00	\$12.00	90.40%
140005	Automation Fun	9990	UTILIZATION OF FUND BALA	\$29,375.00	\$0.00	\$0.00	\$29,375.00	0.00%
				\$414,500.00	\$319,642.68	\$0.00	\$94,857.32	77.12%

Requestor: KCSCHULT
Performance Accounting

COUNTY CLERK'S OFFICE—OCTOBER 2011

Page 1 of 1

Date/Time of Report: 11/8/2011 14:46:36

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Monthly Activity

Style: Tabular

Dept: 13

Org:

Summarize by: OCA Secondary Summarize by: (None)

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept	Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
130001	County Election	9443	State Reimb - Election Judges		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
130001	County Election	9444	State Reimb - Elections Early Vo		\$0.00	\$15,770.23	\$0.00	(\$15,770.23)	0.00%
130001	County Election	9840	Miscellaneous		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
					\$0.00	\$15,770.23	\$0.00	(\$15,770.23)	0.00%

Requestor: KCSCHULT
Performance Accounting

COUNTY CLERK'S OFFICE—OCTOBER 2011

Page 1 of 1
Date/Time of Report: 11/8/2011 14:46:43

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Year Activity

Style: Tabular
Dept: 13
Org:
Summarize by: OCA Secondary Summarize by: (None)
Primary Detail by: OCA Secondary Detail by: Object Lvl 3
Accrued Revenue: included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
130001	County Election	9443	State Reimb - Election Judges	\$35,000.00	\$91,530.00	\$0.00	(\$56,530.00)	261.51%
130001	County Election	9444	State Reimb - Elections Early Vo	\$0.00	\$46,370.23	\$0.00	(\$46,370.23)	0.00%
130001	County Election	9840	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
				\$35,000.00	\$137,900.23	\$0.00	(\$102,900.23)	394.00%



David A. Christensen
Director

McHenry County Emergency Management Agency

www.mchenrycountyil.gov

ema@co.mchenry.il.us

Robert E. Ellsworth, Jr., CEM
Assistant Director

McHenry County Emergency Management Agency Monthly Report for October, 2011 By David A. Christensen, Director

Response: There were no major response activities in October.

Preparedness: The second meeting of the McHenry County Coordinating Council met. State (IEMA Regional Coordinator Robert Flemming) discussed training opportunities and Grainger presented various inventory control and resource acquisition strategies.

Director Christensen presented to the First Annual Collaborative Healthcare Urgency Group on the subject of our response to the July 11th storm and its affect's on the functional needs population. He also presented to the McHenry County Functional Needs planning group on functional needs.

In addition, Director Christensen co-presented on the subject of the Illinois Incident Management Team and Emergency Management Assistance Teams to the McHenry County Fire Chiefs Association.

Both Director Christensen and Assistant Director Ellsworth attended the Interactive Voice Response (IVR) phone notification training with the IT department to further assist in emergency notifications.

A meeting was held between EMA and the various county PIO's to ensure coordinated emergency messages.

Mitigation: Director Christensen continued to assist the Water Resources Steering Committee with drought planning. Subsequent actions will further involve EMA in the planning, mitigation, and preparedness efforts related to this vital resource.

Director Christensen participated in discussions with IT and McHenry County College about providing backup capability for both the county and college. Director Christensen is working with the state to determine the availability of grant funding to assist in this vital project.

Planning: Structure of the EMA was examined. Director Christensen and Assistant Director Ellsworth presented proposals to the Volunteer Deputy Directors. Primary consideration was given to the dissolution of the Dive Support Division and incorporation of a new Fire Rehab Division. Additional consideration was given to equipment maintenance and EOC Support as new units. Meetings in October and the formation of the Citizen Corps Council will further refine the organizational structure, as well as the tasking of the EMA and its volunteers. Attached is the current proposed structure.

Director Christensen participated in meetings of the Groundwater Task Force, International Association of Emergency Managers, Illinois Incident Management Team (including Policy Group), Illinois Emergency Assistance Team, Mutual Aid Box Alarm System (Fire mutual aid), McHenry County Chiefs of Police, Metro-County Coordinators, Illinois Terrorism Task Force, Water Resources Steering Committee, and Prairie State CERT Challenge planning and exercise committee.

Vehicle Status:

EMA #52 had repairs to several water leaks. A company out of Rockford completely sealed the roof and front windows. EMA #53 had extensive repairs to ensure its roadworthy status. Shocks, breaks, and other items were addressed. EMA Trailer had an air conditioner mounted to allow summer utilization. EMA #55 was sent to have an air conditioner mounted on the box for summer utilization.

- RACES volunteers conducted weekly Monday night and Saturday radio nets.
- Emergency Services Volunteers met as a whole and in committee(s) to further preparedness efforts.

**MCHENRY COUNTY EMERGENCY MANAGEMENT AGENCY
SUMMARY OF MONTHLY HOURS FOR OCTOBER**

<u>VOLUNTEER DIVISION</u>	<u>TOTAL HOURS WORKED</u>
Administration	237
Information Technology	Included
Public Information	Included
Radio Amateurs	156.75
Search and Rescue	26.75
Shelter Management	Included
Special Needs	Included
Telecommunications	7.25
Weather	3.25
Monthly hours donated for the County by all EMA Volunteers	431.00
TOTAL HOURS DONATED FOR THE YEAR 2011	4004.75

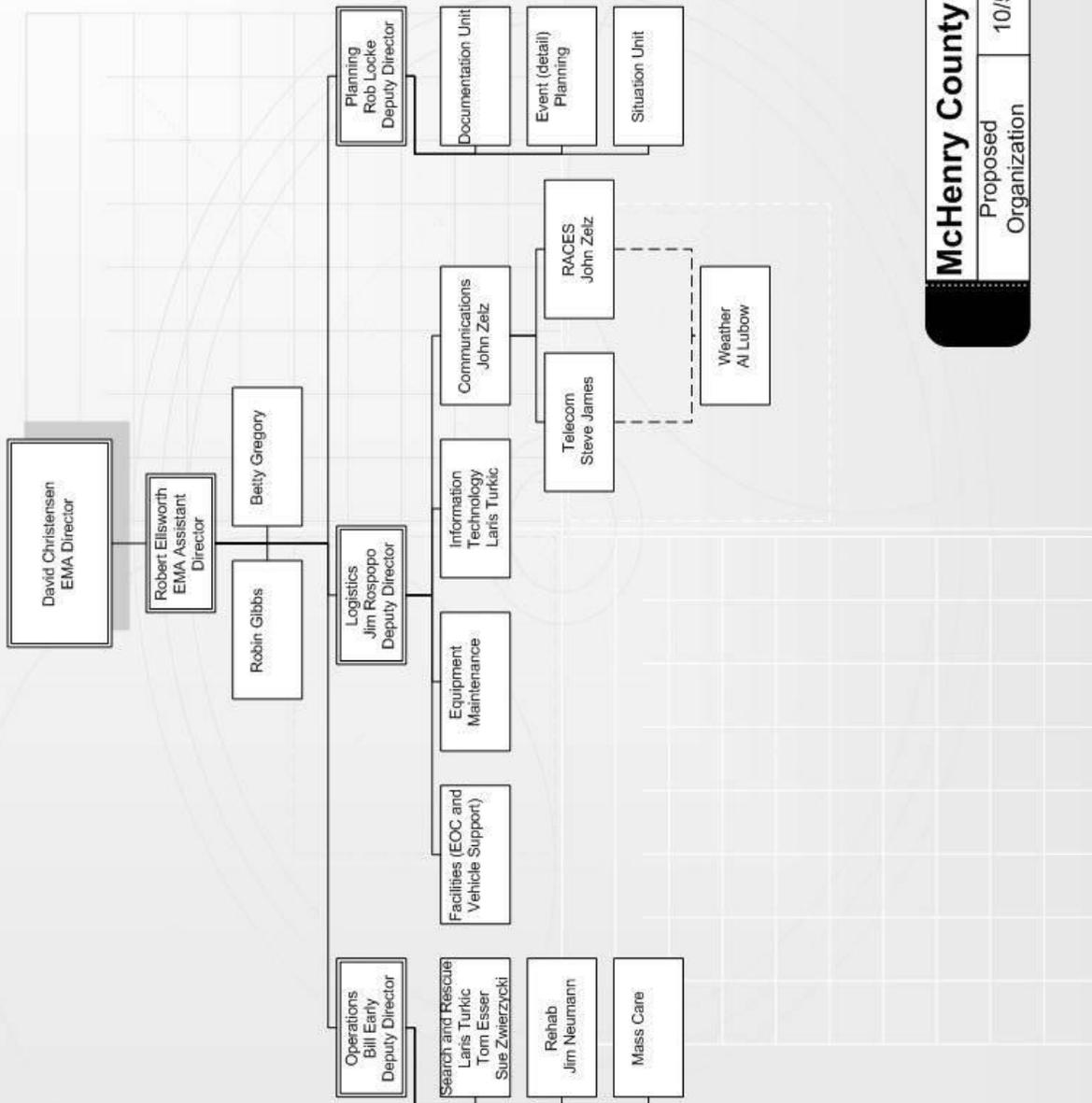
The Administrative staff donated the following number of hours: Deputy Director Early, 92.50; Deputy Director Locke, 9.50; Deputy Director Rospopo, 11.50.

EMA facilities were used for 4 work days by Record's and EMA for training and meetings.

EMA ROOM UTILIZATION - OCTOBER

<u>DATE</u>	<u>DEPT</u>	<u>OPERATIONS ROOM</u>
10/3	RECORDS MANAGER	ARCHIVE TRAINING
10/11	RECORDS MANAGER	ARCHIVE TRAINING

<u>DATE</u>	<u>DEPT</u>	<u>MEETING ROOM</u>
10/12	EMA	EMERGENCY SERVICES VOLUNTEERS MEETING
10/20	EMA	SAR (SEARCH & RESCUE) MEETING



To: The Honorable Michael J. Sullivan, Chief Judge
The Honorable Michael Caldwell
The Honorable Michael Chmiel
The Honorable Joseph Condon
The Honorable Gordon Graham
The Honorable Maureen McIntyre
The Honorable Sharon Prather
The Honorable Charles Weech

PUBLIC DEFENDER REPORT

	<u>October, 2011</u>	<u>October, 2010</u>
Defendant's Assigned	305	357
Defendant's Disposed	358	393
Total Number of Charges Disposed	767	862
Felonies	200	198
Misdemeanors	519	617
Juveniles	48	47
Other	0	0

Respectfully Submitted,

Mark G. Cook
Public Defender

MC:do

cc: County Clerk
McHenry County Board
Kathy Keefe, Clerk of the Circuit Court
Dan Wallis, Trial Court Administrator

Requestor: KABEACH
Performance Accounting

Page 1 of 1

Date/Time of Report: 11/4/2011 14:13:47

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Monthly Activity

FILED
MCHENRY COUNTY II

NOV 04 2011

Style: Tabular

Dept: 16

Org:

Summarize by: OCA 150100 Recorders Automation Fund

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

Recorders Automation Fund
(To be used for automation per Statute)

Katherine C. Schultz
COUNTY CLERK

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
150100	Recorders Automation Fu	8160	Recorder Automation Fees	\$0.00	\$60,123.00	\$0.00	(\$60,123.00)	0.00%
150100	Recorders Automation Fu	8165	Service Fees	\$0.00	\$1,250.00	\$0.00	(\$1,250.00)	0.00%
150100	Recorders Automation Fu	9510	Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
150100	Recorders Automation Fu	9990	UTILIZATION OF FUND BALAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
				\$0.00	\$61,373.00	\$0.00	(\$61,373.00)	0.00%

Requestor: KABEACH
Performance Accounting

Page 1 of 1

Date/Time of Report: 11/4/2011 14:14:34

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Year Activity

FILED
MCHENRY COUNTY II

NOV 04 2011

Style: Tabular

Dept: 15

Org:

Summarize by: OCA 150100 Recorders Automation Fund

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

Recorders Automation Fund
(To be used for automation per Statute)

Kassandra R. Sedberry
COUNTY CLERK

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
150100	Recorders Automation Fu	8160	Recorder Automation Fees	\$780,000.00	\$627,362.00	\$0.00	\$152,638.00	80.43%
150100	Recorders Automation Fu	8165	Service Fees	\$70,000.00	\$61,419.00	\$0.00	\$8,581.00	87.74%
150100	Recorders Automation Fu	9510	Interest Income	\$2,500.00	\$1,820.18	\$0.00	\$679.82	72.81%
150100	Recorders Automation Fu	9990	UTILIZATION OF FUND BALAN	\$150,947.00	\$0.00	\$0.00	\$150,947.00	0.00%
				\$1,003,447.00	\$690,601.18	\$0.00	\$312,845.82	68.82%

Requestor: K&BEACH
Performance Accounting

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Monthly Activity

Page 1 of 1
Date/Time of Report: 11/4/2011 14:13:14

FILED
McHENRY COUNTY II

NOV 04 2011

Katherine B. Anderson
COUNTY CLERK

Style: Tabular
Dept: 15
Org:
Summarize by: OCA 150005 County Recorder Secondary Summarize by: (None)
Primary Detail by: OCA Secondary Detail by: Object Lvl 3
Accrued Revenue: Included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept	Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
150005	County Record	7105	Tax Transfer Stamps		\$0.00	\$81,252.00	\$0.00	(\$81,252.00)	0.00%
150005	County Record	8060	Recording Fees		\$0.00	\$91,345.85	\$0.00	(\$91,345.85)	0.00%
150005	County Record	8064	Housing Surcharge-County Port		\$0.00	\$2,108.00	\$0.00	(\$2,108.00)	0.00%
					\$0.00	\$174,705.85	\$0.00	(\$174,705.85)	0.00%

Requestor: KABEACH
Performance Accounting

Page 1 of 1

Date/Time of Report: 11/4/2011 14:14:14

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Year Activity

FILED
McHENRY COUNTY, IL

NOV 04 2011

Katherine C. Schultz
COUNTY CLERK

Style: Tabular

Dept: 15

Org:

Summarize by: OCA 150005 County Recorder Secondary Summarize by: (None)

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
150005 County Record	7105	Tax Transfer Stamps		\$1,200,000.00	\$1,043,531.25	\$0.00	\$156,468.75	86.96%
150005 County Record	8060	Recording Fees		\$1,150,000.00	\$951,479.40	\$0.00	\$198,520.60	82.74%
150005 County Record	8064	Housing Surcharge-County Port		\$25,000.00	\$21,499.00	\$0.00	\$3,501.00	86.00%
				\$2,375,000.00	\$2,016,509.65	\$0.00	\$358,490.35	84.91%

Requestor: KABEACH
Performance Accounting

Page 1 of 1

Date/Time of Report: 11/4/2011 14:13:38

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Monthly Activity

FILED
MCHENRY COUNTY II
NOV 04 2011

Style: Tabular

Dept: 15

Org:

Summarize by: OCA 150010 Housing Surcharge - Recorder Portion Secondary Summarize by: (None)

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

Kathleen E. Sedberry
COUNTY CLERK

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept	Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
150010	Housing Surcharge - Recorder Por	8064	Housing Surcharge-County Portio		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
150010	Housing Surcharge - Recorder Por	8065	Housing Surcharge-Recorder Por		\$0.00	\$2,108.00	\$0.00	(\$2,108.00)	0.00%
150010	Housing Surcharge - Recorder Por	9510	Interest Income		\$0.00	\$2.31	\$0.00	(\$2.31)	0.00%
150010	Housing Surcharge - Recorder Por	9990	UTILIZATION OF FUND BALANC		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
					\$0.00	\$2,110.31	\$0.00	(\$2,110.31)	0.00%

Requestor: KABEACH
Performance Accounting

Page 1 of 1

Date/Time of Report: 11/4/2011 14:14:23

County of McHenry
Revenue Financial Analysis Inquiry
Fiscal Period: Month 11 2011 Appn Yr: 2011
Act/Bal: Year Activity

FILED
McHENRY COUNTY, IL

NOV 04 2011

Katharina C. Schulz
COUNTY CLERK

Style: Tabular

Dept: 15

Org:

Summarize by: OCA 150010 Housing Surcharge - Recorder Portion Secondary Summarize by: (None)

Primary Detail by: OCA Secondary Detail by: Object Lvl 3

Accrued Revenue: Included

OCA	OCA Title	Object Lvl 3	Object Lvl 3 Title	Appn/Dept Budget	Cash Revenue	Accrued Rev	Under/(Over)	% of Budget
150010	Housing Surcharge - Recorder Por	8064	Housing Surcharge-County Portio	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
150010	Housing Surcharge - Recorder Por	8065	Housing Surcharge-Recorder Por	\$25,000.00	\$21,499.00	\$0.00	\$3,501.00	86.00%
150010	Housing Surcharge - Recorder Por	9510	Interest Income	\$100.00	\$37.79	\$0.00	\$62.21	37.79%
150010	Housing Surcharge - Recorder Por	9990	UTILIZATION OF FUND BALANC	\$37,341.00	\$0.00	\$0.00	\$37,341.00	0.00%
				\$82,441.00	\$21,536.79	\$0.00	\$40,904.21	34.48%

County of McHenry
General Ledger Inquiry
Month 11 2011
Account / Balance: Monthly Activity

Inquired Key:

Dept: Appn Yr: 2011
Fund: 474 Illinois Housing Surcharge Fund Subfund:
Grant / Detail: Project / Detail:
Org:

FILED
MCHENRY COUNTY II

NOV 04 2011

Katharina C. Sobuley
COUNTY CLERK

Gl Acct / Sub	Titles	Beginning Bal	Debit	Credit	Ending Bal
1101	Equity in Pooled Cash	32,319.00	37,944.00	32,319.00	37,944.00
	Total for 1101	32,319.00	37,944.00	32,319.00	37,944.00
1105	1015 Recorders Office Receivable	0.00			0.00
	Total for 1105	0.00	0.00	0.00	0.00
2222	320000 Due to State of Illinois	-32,319.00	32,319.00	37,944.00	-37,944.00
	Total for 2222	-32,319.00	32,319.00	37,944.00	-37,944.00
3353	Fund Balance - Undesignated	0.00			0.00
	Total for 3353	0.00	0.00	0.00	0.00
	Totals	-0.00	70,263.00	70,263.00	-0.00

County of McHenry
General Ledger Inquiry
Month 11 2011
Account / Balance: Year Activity

FILED
McHENRY COUNTY, IL

NOV 04 2011

Inquired Key:

Dept: Appn Yr: 2011
Fund: 474 Illinois Housing Surcharge Fund Subfund:
Grant / Detail: Project / Detail:
Org:

Katharina C. Schubert
COUNTY CLERK

Gl Acct / Sub	Titles	Beginning Bal	Debit	Credit	Ending Bal
1101	Equity in Pooled Cash	47,565.00	386,982.00	396,603.00	37,944.00
	Total for 1101	47,565.00	386,982.00	396,603.00	37,944.00
1105	1015 Recorders Office Receivable	0.00			0.00
	Total for 1105	0.00	0.00	0.00	0.00
2222	320000 Due to State of Illinois	-47,565.00	396,603.00	386,982.00	-37,944.00
	Total for 2222	-47,565.00	396,603.00	386,982.00	-37,944.00
3353	Fund Balance - Undesignated	0.00			0.00
	Total for 3353	0.00	0.00	0.00	0.00
	Totals	-0.00	783,585.00	783,585.00	-0.00

County Jail Population Report

Sheriff: Keith NygrenPrepared by: Kelly RoseDate of Report: 2 November 2011McHenry County
CountyOctober / 2011
Report Month / Year

Note: Use of this form is required; please do not alter format. Where available, this form may be completed and submitted on-line as directed by the Office of Jail and Detention Standards. Use figures for reporting month only.

	Non-sentenced		Regular Sentence		Work Release Sentence		Weekends Sentence	
	Number of Bookings	Total Number of Days	Number of New Sentences	Total Number of Days Sentenced	Number of New Sentences	Total Number of Days Sentenced	Number of New Sentences	Total Number of Days Sentenced
Adult Males	539	4,014	40	384	N/A	N/A	9	92
Adult Females	97	408	9	56	N/A	N/A	1	4
Juvenile Males	0	0	0	0	N/A	N/A	0	0
Juvenile Females	1	12	0	0	N/A	N/A	0	0
Totals	637	4,434	49	440	N/A	N/A	10	96

AVERAGE DAILY POPULATION: 515.482200 N. Seminary Avenue Woodstock, IL 60098

Address

815 / 338-2144

Area Code / Telephone

Please mail report by the 10th of the month following the report period to: Office of Jail & Detention Standards
P.O. Box 19277
Springfield, Illinois 62794-9277

Telephone: (217) 558-2200, ext. 4212
Fax: (217) 522-3906

The Illinois Department of Corrections is requesting disclosure of information necessary to accomplish the statutory purpose as outlined in 730 ILCS 5/3-15-2. Disclosure of this information is MANDATORY. Failure to provide the information could result in a court order requiring compliance with 20 Ill. Adm. Code 701.

Distribution: Jail and Detention Standards; County

Printed on Recycled Paper

DOC 0184 (Eff. 11/2002)
(Replaces DC 710-1277)

**COUNTY BOARD REPORT
OCTOBER 2011**

PRISONER COUNT FOR THE MONTH

TOTAL MALES RECEIVED	586
TOTAL FEMALES RECEIVED	108
TOTAL PRISONERS RECEIVED	694
TOTAL PRISONERS DISCHARGED	652
AVERAGE PRISONER COUNT PER DAY	515
PRISONER RECORDS PREPARED	694
COURT PROCESSES RECEIVED	1,019
COURT PROCESSES SERVED	799
PRISONERS TRANSPORTED FOR ICE and US MARSHALS	664
PRISONERS TRANSPORTED FOR WARRANT PICK-UPS	148
PRISONERS TAKEN TO LOCAL COURT	806
MILEAGE CONVEYING PERSONS	16,197
MILEAGE SERVING COURT PROCESSES	11,714
MILEAGE PATROLLING AND INVESTIGATING	184,126
GASOLINE USED FOR SHERIFF'S POLICE	12,777.70 gallons

ACCIDENT INVESTIGATIONS HANDLED

TOTAL NUMBER OF ACCIDENTS	100
PEDESTRIAN	0
FATALITIES	0
INJURY	27
NO INJURY	42
PROPERTY DAMAGE	12
CITY VEHICLE	1
	OCT. 2010
DEER	32
	OCT. 2010
BY AVOIDING DEER	3
HIT & RUN	2
WARNING TICKETS ISSUED	310
TICKETS ISSUED	573

**SHERIFF
McHENRY COUNTY**

McHenry County, Illinois

Treasurer's Report

September 2011

FILED
 McHENRY COUNTY, IL
 OCT 10 2011

10/18/2011

Percent of Year Elapsed: 83%

Fund	Fiscal Year Beginning Balance	9/11 Beginning Balance	9/11 Inflows	YTD Inflows <i>Katherine C. Outflows</i>	9/11 Outflows	YTD Outflows	9/11 End Balance
1 General Fund	\$46,021,352.32	\$40,430,836.93	\$20,348,265.48	\$96,353,871.53	\$-8,725,850.21	\$-90,121,412.07	\$52,053,252.18
6 RTA Sales Tax - County Portion	\$17,754,774.06	\$19,888,265.98	\$777,865.08	\$7,090,959.51	\$-2,405,934.01	\$-6,585,536.52	\$18,260,197.05
7 Energy Efficiency Block Grant Fund	\$134,004.96	\$15.37	\$0.00	\$345,542.41	\$0.00	\$-479,532.00	\$15.37
10 Veterans Asst Commission Fund	\$1,140,444.17	\$1,002,336.14	\$144,840.82	\$387,613.98	\$-43,797.22	\$-424,678.41	\$1,103,379.74
11 Veterans Asst Comm Bus Fund	\$6,747.27	\$6,764.87	\$83	\$18.43	\$0.00	\$0.00	\$6,765.70
15 Ill Municipal Retirement Fund	\$4,491,288.41	\$2,278,092.76	\$2,333,803.76	\$8,257,718.25	\$-828,514.94	\$-8,965,625.08	\$3,783,381.58
16 Social Security Fund	\$3,131,008.62	\$2,260,309.33	\$2,348,130.42	\$10,919,277.38	\$-1,451,309.94	\$-10,893,156.19	\$3,157,129.81
20 Highway Dept Relocation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 Highway Fund	\$5,311,818.63	\$2,931,585.85	\$5,002,650.01	\$12,815,925.48	\$-1,635,338.64	\$-11,828,846.89	\$6,298,897.22
22 Motor Fuel Tax Fund	\$20,639,642.80	\$15,935,961.03	\$939,205.09	\$5,757,362.53	\$-321,514.94	\$-9,843,354.15	\$16,553,651.18
23 Matching Fund	\$16,309,852.25	\$15,071,116.68	\$1,199,678.35	\$2,967,405.04	\$-679,150.00	\$-3,685,612.26	\$15,591,645.03
24 County Bridge Fund	\$4,006,196.96	\$4,614,068.29	\$1,029,566.86	\$3,635,053.60	\$-371,574.91	\$-2,369,190.32	\$5,272,060.24
25 Co Option Motor Fuel Tax Fund	\$9,985,574.54	\$9,822,504.50	\$1,329,724.74	\$5,435,516.92	\$-535,318.53	\$-4,804,180.75	\$10,616,910.71
30 Mental Health (708) Board	\$7,869,901.69	\$5,236,169.78	\$5,412,041.58	\$12,513,371.70	\$-989,895.67	\$-10,724,957.70	\$9,658,315.69
31 MH Rural & Migrant Proj Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
32 MH Screening Assessmnt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
33 MH Title XX Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
34 MH Capital Development Fund	\$126,268.20	\$126,650.61	\$15.61	\$398.02	\$0.00	\$0.00	\$126,666.22
35 IDHS Grants	\$165,677.25	\$199,197.51	\$46,579.02	\$-68,581.49	\$-28,470.48	\$120,210.29	\$217,306.05
36 MH Managed Care Fund	\$26,618.18	\$0.00	\$0.00	\$12.02	\$0.00	\$-26,630.20	\$0.00
37 Project Success	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38 Child Initiative Grant	\$200,735.69	\$24,706.40	\$78,865.17	\$1,133,416.65	\$-92,717.78	\$-1,323,298.55	\$10,853.79
39 DCFS Initiatives	\$2,506.87	\$22,869.21	\$37,146.83	\$351,395.83	\$-49,338.71	\$-343,225.37	\$10,677.33
40 HD Rural & Migrant Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
41 Veterinary Capital Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42 Dental Care Clinic Fund	\$412,478.58	\$462,553.05	\$80,387.70	\$531,772.14	\$-52,688.67	\$-453,998.64	\$490,252.00
45 TB Care & Treatment Fund	\$471,105.07	\$530,868.09	\$194,836.48	\$465,336.41	\$-33,533.03	\$-244,269.94	\$692,171.54
50 Juvenile Drug Abuse Fund	\$6,040.10	\$7,431.03	\$2,320.58	\$17,868.47	\$-6,290.29	\$-20,447.25	\$3,461.32
51 DUI Task Force Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
52 Ill Criminal Justice Auth Fund	\$28,853.91	\$2,857.51	\$35	\$38,011.15	\$0.00	\$-64,007.20	\$2,857.86
53 Probation Service Fee Fund	\$1,038,699.90	\$821,435.59	\$29,209.16	\$295,048.34	\$-26,680.71	\$-509,784.20	\$823,964.04
54 Livescan Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
55 EMDT Fund	\$51,496.36	\$47,226.86	\$5,051.40	\$781.90	\$0.00	\$0.00	\$52,278.26

McHenry County, Illinois
Treasurer's Report

10/18/2011

September 2011

Percent of Year Elapsed: 83%

Fund	Fiscal Year Begining Balance	9/11 Begining Balance	9/11 Inflows	YTD Inflows	9/11 Outflows	YTD Outflows	9/11 End Balance
56 Coroner's Fund	\$16,977.98	\$35,770.48	\$3,824.75	\$34,999.14	\$0.00	\$-12,381.89	\$39,595.23
57 Marine Patrol Safety Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
58 DUI Conviction Fund	\$33,631.04	\$45,994.31	\$2,383.20	\$17,544.47	\$0.00	\$-2,798.00	\$48,377.51
59 Pralrie Shield Grant Fund	\$19,699.47	\$0.00	\$0.00	\$54,708.30	\$0.00	\$-74,407.77	\$0.00
60 Main/Child Support Collection	\$276,900.11	\$252,806.32	\$9,039.05	\$97,427.48	\$-15,947.50	\$-128,429.72	\$245,897.87
61 Law Library Fund	\$505,931.78	\$510,668.82	\$20,921.01	\$237,847.82	\$-20,629.75	\$-232,819.52	\$510,960.08
62 Circuit Court Doc Storage Fund	\$507,967.33	\$265,528.08	\$59,252.24	\$618,019.63	\$-71,605.64	\$-872,812.28	\$253,174.68
63 Circuit Court Automation Fund	\$240,740.19	\$258,868.70	\$58,094.00	\$633,316.27	\$-66,956.79	\$-624,050.55	\$250,005.91
64 Circuit Court Clerk Oper & Admin F	\$100,643.99	\$125,950.31	\$7,100.73	\$70,425.97	\$-565.95	\$-38,584.87	\$132,485.09
65 Geographic Info Systems	\$1,518,907.86	\$1,592,301.95	\$62,532.86	\$647,808.85	\$-74,939.14	\$-586,821.04	\$1,579,895.67
66 Circuit Clerk Electronic Citation Fun	\$0.00	\$23,993.81	\$4,191.13	\$34,334.74	\$0.00	\$-6,150.00	\$28,184.74
70 County Clerk Automation Fund	\$87,309.36	\$93,151.02	\$1,161.54	\$11,234.00	\$0.00	\$-4,230.80	\$94,312.56
75 Co Recorder Automation Fund	\$1,029,395.69	\$1,260,364.86	\$63,779.33	\$626,058.46	\$-45,788.68	\$-377,096.64	\$1,278,357.51
80 Co Treasurers Automation Fund	\$384,975.44	\$358,921.25	\$1,985.77	\$19,909.40	\$-534.38	\$-44,512.20	\$360,372.64
81 Treas Passport Services Fund	\$86,644.00	\$136,008.57	\$8,254.43	\$116,788.16	\$-8,811.22	\$-67,980.38	\$135,451.78
85 Animal Shelter Fund	\$18,852.22	\$18,439.75	\$297.28	\$1,936.72	\$0.00	\$-2,051.91	\$18,737.03
87 Senior Services	\$2,996,588.06	\$2,729,721.69	\$714,524.43	\$1,664,853.76	\$-224,179.58	\$-1,441,375.28	\$3,220,066.54
90 McHenry Co Workforce Network	\$233,458.48	\$357,598.85	\$228,850.89	\$2,470,965.53	\$-257,361.47	\$-2,375,335.74	\$329,088.27
95 Emerg Telephone Systems Board	\$2,050,618.95	\$2,060,669.92	\$270,873.10	\$2,135,618.14	\$-102,416.09	\$-1,957,110.16	\$2,229,126.93
100 Comm Develop Block Grant Fund	\$29,235.60	\$252,857.16	\$313,966.01	\$5,370,942.93	\$-390,873.84	\$-5,224,029.20	\$176,149.33
101 Home Grant Program Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102 Neighborhood Stabilization Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
210 Lease Resolution	\$-140,410.84	\$-140,410.84	\$0.00	\$0.00	\$0.00	\$0.00	\$-140,410.84
215 Series 2001 Certificate Fund	\$0.00	\$0.00	\$0.00	\$521,857.50	\$0.00	\$-521,857.50	\$0.00
220 Series 2001-A Certificate Fund (MH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
225 Series 2002 A Certificate Fund	\$0.00	\$0.00	\$0.00	\$417,175.00	\$0.00	\$-417,175.00	\$0.00
230 Dbt Cert Ser 2003C Cert Fd (Jail)	\$0.00	\$0.00	\$0.00	\$634,076.25	\$0.00	\$-634,076.25	\$0.00
231 Debt Cert Series 2005A - Jail	\$0.00	\$0.00	\$0.00	\$363,897.50	\$0.00	\$-363,897.50	\$0.00
232 Taxable Debt Cert Series 2005B - J	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
233 Series 2006A Debt Certificates	\$0.00	\$0.00	\$0.00	\$719,062.50	\$0.00	\$-719,062.50	\$0.00
234 Series 2007A Debt Certificates	\$0.00	\$0.00	\$0.00	\$592,691.75	\$0.00	\$-592,691.75	\$0.00
235 Dbt Cert Ser 2003A Cert Fd (Cty Cl	\$0.00	\$0.00	\$0.00	\$401,232.50	\$0.00	\$-401,232.50	\$0.00
236 Series 2007B Debt Certificates	\$0.00	\$0.00	\$0.00	\$6,193,800.00	\$0.00	\$-6,193,800.00	\$0.00

McHenry County, Illinois

Treasurer's Report

10/18/2011

September 2011

Percent of Year Elapsed: 83%

Fund	Fiscal Year Beginning Balance	9/11 Beginning Balance	9/11 Inflows	YTD Inflows	9/11 Outflows	YTD Outflows	9/11 End Balance
240 Series 2008 Debt Certificates	\$0.00	\$0.00	\$0.00	\$543,778.00	\$0.00	\$-543,778.00	\$0.00
242 Series 2010A Debt Certificates	\$0.00	\$0.00	\$0.00	\$800,722.99	\$0.00	\$-800,722.99	\$0.00
243 Series 2010B Debt Cert(Recovery)	\$0.00	\$0.00	\$0.00	\$273,959.42	\$0.00	\$-273,959.42	\$0.00
310 Employee Benefit Fund	\$2,946,429.60	\$3,901,815.61	\$334,321.03	\$11,682,062.46	\$-1,408,248.74	\$-11,800,604.16	\$2,827,887.90
320 Liability Insurance Fund	\$12,469,573.39	\$12,321,348.85	\$1,693,347.63	\$3,906,566.81	\$-437,991.79	\$-2,799,435.51	\$13,576,704.69
350 Valley HI	\$27,236,775.27	\$28,967,425.64	\$2,950,492.46	\$20,674,973.32	\$-772,598.08	\$-16,766,428.57	\$31,145,320.02
352 Valley HI Bus Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410 Revolving Loan Fund	\$371,664.03	\$646,817.99	\$32,059.09	\$307,213.05	\$0.00	\$0.00	\$678,877.08
415 Health Scholarship Fund	\$6,772.68	\$6,780.31	\$0.84	\$8.47	\$0.00	\$0.00	\$6,781.15
430 Working Cash I Fund	\$331,919.91	\$331,792.13	\$54.55	\$-73.23	\$0.00	\$0.00	\$331,846.68
440 Working Cash II Fund	\$469,530.99	\$469,802.12	\$57.92	\$329.05	\$0.00	\$0.00	\$469,860.04
471 Greenwood Drainage District	\$23,182.95	\$27,004.70	\$1,636.94	\$6,629.19	\$0.00	\$-1,170.50	\$28,641.64
472 Kishwaukee Drainage District	\$2,802.09	\$2,805.25	\$0.35	\$3.51	\$0.00	\$0.00	\$2,805.60
473 Hebron Drainage District	\$28,460.82	\$9,175.18	\$6,165.75	\$17,189.07	\$-7,355.46	\$-37,664.42	\$7,985.47
474 Illinois Housing Surcharge Fund	\$47,565.00	\$34,020.00	\$32,319.00	\$349,038.00	\$-34,020.00	\$-364,284.00	\$32,319.00
480 Highway Agency Fund	\$1,315,558.89	\$1,516,824.05	\$85,680.95	\$1,027,064.84	\$-337,742.91	\$-1,077,881.64	\$1,264,762.09
485 Valley HI Class Fund	\$17,570.49	\$24,293.33	\$27.99	\$15,837.71	\$0.00	\$-9,086.88	\$24,321.32
490 Payroll Agency Fund	\$-951.95	\$-951.95	\$1,291,240.13	\$9,401,655.81	\$-1,278,185.08	\$-9,388,600.76	\$12,103.10
600 Inheritance Tax Agency Fund	\$156.13	\$156.13	\$2,188.79	\$227,237.58	\$-2,188.79	\$-227,237.58	\$156.13
602 Unclaimed Property Agency Fund	\$215,176.85	\$226,265.84	\$41.22	\$19,666.65	\$0.00	\$-8,536.44	\$226,307.06
605 Deposits by Court Order	\$166,884.48	\$167,072.50	\$20.60	\$208.62	\$0.00	\$0.00	\$167,093.10
610 Advance Tax Deposits Agency Fd	\$10,943.51	\$10,943.51	\$0.00	\$327,502.44	\$0.00	\$-327,502.44	\$10,943.51
612 Protested Taxes Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
614 Forfeited Tax Agency Fund	\$41,323.39	\$56,896.62	\$2,249.65	\$17,822.88	\$-9,500.00	\$-9,500.00	\$49,646.27
616 Tax Sale Escrow Agency Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
618 Tax Sale II Escrow Agency Fund	\$580,692.98	\$581,347.22	\$71.68	\$725.92	\$0.00	\$0.00	\$581,418.90
620 Condemnation Fund	\$601,148.92	\$942,974.96	\$113.32	\$1,167,034.19	\$-130,957.67	\$-956,052.50	\$812,130.61
622 Interest Earned on RE Taxes	\$8,149.75	\$3,123.99	\$535.55	\$-4,490.21	\$0.00	\$0.00	\$3,659.54
624 Mobile Home Privilege Tax	\$-201.67	\$-201.67	\$0.00	\$0.00	\$0.00	\$0.00	\$-201.67
626 Agricultural Roll Back	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
630 P.I.L.O.T Agency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
635 Narcotics Asset Forfeiture	\$1,856.86	\$17,538.46	\$2.22	\$24,067.11	\$0.00	\$-8,383.29	\$17,540.68
637 Federal Forfeiture Asset Fund	\$1.18	\$1.18	\$0.00	\$0.00	\$0.00	\$0.00	\$1.18

McHenry County, Illinois

Treasurer's Report

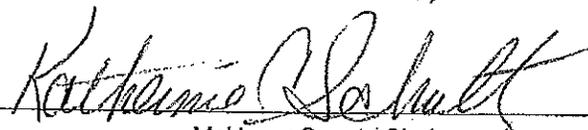
10/18/2011

September 2011

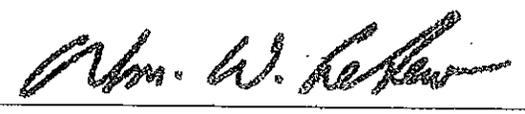
Percent of Year Elapsed: 83%

Fund	Fiscal Year Beginning Balance	9/11 Beginning Balance	9/11 Inflows	YTD Inflows	9/11 Outflows	YTD Outflows	9/11 End Balance
640 Drug Traffic Prevention	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
645 Special Road Assessment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
650 Subdivision Review Fees	\$32,403.50	\$25,028.54	\$3.09	\$-7,371.87	\$0.00	\$0.00	\$25,031.63
715 Co Hwy Facility Project Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
720 Co MH Board Facility Project Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
725 Co Admin Bldg Project Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
730 Improved Jail Project Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
735 City Courts & Related Svcs Project I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
736 Animal Ctrl / Perform Cntret Prjcts f	\$28,162.30	\$0.00	\$0.00	\$7.36	\$0.00	\$-28,169.66	\$0.00
738 Sheriff Radio System Fund	\$2,984.57	\$0.00	\$0.00	\$1.30	\$0.00	\$-2,985.87	\$0.00
739 Road Improvement Project Fund	\$7,949.02	\$0.00	\$0.00	\$2.57	\$0.00	\$-7,951.59	\$0.00
740 Property Acquisition Project Fund	\$1,862.62	\$1,862.99	\$0.00	\$0.37	\$0.00	\$0.00	\$1,862.99
741 Treasurer's Office Remodeling Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
742 Series 2010A Capital Projects Fund	\$1,965,397.68	\$1,036,800.93	\$116.26	\$-255,824.26	\$-209,652.56	\$-882,308.79	\$827,264.63
743 MH Expansion Project Fund(Recov)	\$3,767,380.06	\$1,891,177.02	\$232.87	\$3,983.65	\$-4,785.00	\$-1,884,738.82	\$1,886,624.89
980 Gen Fixed Assets Acct Group	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
985 Long Term Debt Account Group	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
999 Treasurers Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals:	\$202,030,279.79	\$185,182,969.61	\$49,604,196.93	\$244,280,602.14	\$-24,191,652.79	\$-235,715,268.18	\$210,595,613.75

Subscribed and sworn to before me this 18th day
of October A.D., 2011


Katherine R. Schultz
McHenry County Clerk

THE ABOVE AND FOREGOING REPORT IS TRUE AND
CORRECT TO MY BEST KNOWLEDGE AND BELIEF


W. W. Keenan
McHenry County Treasurer

**RESOLUTION
AUTHORIZING WORKERS' COMPENSATION
CLAIM SETTLEMENT NO. 10-3210-15**

WHEREAS, there is pending litigation against the County of McHenry in claim number 10-3210-15 and

WHEREAS, the Special Assistant State's Attorney entered into negotiations relative to possible settlement of said claim; and

WHEREAS, a settlement has been negotiated in the amount of \$42,043.54 and approved by Human Resources Committee, Management Services Committee, and Finance and Audit Committee.

NOW THEREFORE BE IT RESOLVED, by this County Board of the County of McHenry, Illinois, that the Deputy County Administrator, upon receipt of the executed release, is hereby authorized to direct the Third Party Administrator (Go Self Insured) to issue a check made payable to the claimant and the claimant's attorney in settlement of said claim; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Deputy County Administrator; the Associate County Administrator – Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

COUNTY of McHENRY
ADMINISTRATION/RISK MANAGEMENT
2200 NORTH SEMINARY AVENUE
WOODSTOCK, ILLINOIS 60098-2637

**WORKERS' COMPENSATION
COMMITTEE SETTLEMENT REQUEST**

Date of Injury: 10/28/10 **County claim #:** 10-3210-15 Sheriff's Office

Nature of Injury: Employee was injured when he was assisting an inmate worker move 5 skids of produce from the loading dock to the jail kitchen. The skid went down the ramp too fast. While attempting to slow its movement, the employee felt a pop in his right shoulder followed by a burning sensation. Employee's family MD referred him to an Orthopedist who stated the MRI disclosed a right shoulder partial thickness rotator cuff tear and tendinopathy as well as an aggravation of pre-existing right AC joint arthritis. There was also a non-work related bony change consistent with a prior injury that the employee sustained while serving in Vietnam. Physical therapy as well as anti-inflammatory drugs were prescribed. The employee was placed on modified duty. After cortisone injection and IME was obtained. The IME MD recommended a partial rotator cuff repair with biceps tenotomy and/or tenodesis. Surgery proceeded on January 21, 2011. Physical therapy began 3 weeks after surgery. Employee returned to modified duty on March 7, 2011, returning to full duty without restrictions on May 20, 2011. Employee reached MMI June 16, 2011.

Surgery Date(s) and Type(s): 01/21/11

Off Work: 11/02/10-11/04/10 modified duty 10/05/10 to 01/20/11; off 01/21/11-03/06/11 modified duty 03/07/11-05/19/11;

Temporary Total Disability: \$6,532.65
Total Expenses: \$18,279.05

Total Medical: \$55,309.13
Claim Total: \$122,164.37 including settlement

Settlement Amount: \$42,043.54 (25% of an arm)

Settlement recommended by Special Assistant State's Attorney William Elman

Human Resources Committee: 11/08/11 Mgmt Services: 11/14/11 Finance & Audit Committees: 11/08/11

County Board: 11/15/11

RESOLUTION
AUTHORIZING WORKERS' COMPENSATION CLAIM SETTLEMENT
NUMBERS 07-8200-03 AND 09-8200-02

WHEREAS, there is pending litigation against the County of McHenry in claim numbers 07-8200-03 and 09-8200-02

WHEREAS, the Special Assistant State's Attorney entered into negotiations relative to possible settlement of said claims; and

WHEREAS, a settlement has been negotiated in the amount of \$33,398.12 by the Human Resources Committee, the Management Services Committee, and the Finance and Audit Committee.

NOW THEREFORE BE IT RESOLVED, by this County Board of the County of McHenry, Illinois, that the Deputy County Administrator, upon receipt of the executed release, is hereby authorized to direct the Third Party Administrator (Go Self Insured) to issue a check made payable to the claimant and the claimant's attorney in settlement of said claims; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Deputy County Administrator; the Associate County Administrator – Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

COUNTY of McHENRY
ADMINISTRATION/RISK MANAGEMENT
2200 NORTH SEMINARY AVENUE
WOODSTOCK, ILLINOIS 60098-2637

WORKERS' COMPENSATION
COMMITTEE SETTLEMENT REQUEST

Date of Injury: 12/28/2006 County claim #: 07-8200-03 Division of Transportation

Nature of Injury: Employee is a right hand dominant administrative assistance claiming a repetitive trauma injury to left hand, the date of injury being utilized is December 28, 2006. That was the date when the employee first sought medical treatment and treating MD diagnosed of left volar mass and possible carpal tunnel syndrome. An EMG on July 15, 2007 confirmed left carpal tunnel condition. An IME agreed that surgery was indicated and that the problem was work related. Left carpal tunnel release was performed on September 26, 2007. A Functional Capacity Evaluation (FCE) dated February 5, 2008 indicated that employee qualified for her job duties. Employee's job required her to perform sedentary physical demand level with her recommended physical demand level being "light".

Employee filed a Pro Se application in the Commission and a settlement offer was made to employee in the early summer of 2009 of 17.5% loss of use of left hand. However, Arbitrator required current medical report since the employee was last seen by treating MD in February 2008. The situation was explained a number of time; however, the employee did not understand and retained an attorney.

In early March 2007 employee's treating MD concluded that employee has both work related left and right carpal tunnel syndrome. In the MD's February 2008 report he indicated that the right carpal tunnel caused only mild symptoms now but that surgery might be necessary in the future. At this point, we do not have a current evaluation for the right hand. We will have to re-evaluate our position if the right hand now requires treatment.

Surgery Date(s) and Type(s): 09/26/07

Off Work: 09/26/07 to 02/03/08 returned to modified duty on 02/04/08 released to full duty 02/11/08

Temporary Total Disability: \$6,937.80

Total Medical: \$9,613.15

Total Expenses: \$2,979.33

Claim Total: \$30,732.02 including settlement

Settlement Amount: \$11,201.74 (17.5% loss of use of left hand)

Settlement recommended by Special Assistant State's Attorney William Elman

Human Resources Committee: 11/08/11 Mgmt Services: 11/14/11 Finance & Audit Committees: 11/08/11
County Board: 11/15/11

COUNTY of McHENRY
ADMINISTRATION/RISK MANAGEMENT
2200 NORTH SEMINARY AVENUE
WOODSTOCK, ILLINOIS 60098-2637

WORKERS' COMPENSATION
COMMITTEE SETTLEMENT REQUEST

Date of Injury: 08/06/09

County claim #: 09-8200-02 Division of Transportation

Nature of Injury: Employee is an administrative assistance injured on August 6, 2009. She twisted her right leg and fell back against a filing unit when she was descending from a 3 step foot ladder. After initial treatment 08/10/09 at Mercy Urgent Care, and employee sought treatment with an orthopedist on 08/18/09 who concluded that employee had a medial meniscal tear as well as a ligament sprain and arthritis. He suggested surgery. Employee decided to change to another treating MD on 09/10/09. He performed surgery on 11/25/09 consisting of arthroscopy of the right knee with partial medial menisectomy and chondroplasty of the medial femoral condial. Post operative diagnosis was torn medial meniscus of the right knee, chondromalacia and loose body.

Prior to the surgery an IME was performed on 09/17/09. The IME MD concluded that employee aggravated a pre-existing condition of patellofemoral arthritis and contused the medial compartment of her knee. He stated that her condition was directly related to work injury. He suggested conservative treatment because the initial MRI did not clearly show a tear. The operative report did disclose a complex tear of the meniscus. The employee remained under the care of the second orthopedist. In early December 2009, due to pain employee was referred to the hospital for Venus Doppler studies. Employee returned to modified duty work on 01/28/09.

Due to continued complaints, another IME was scheduled for 02/01/10. Employee presented at the IME using a crutch and reported continued to have pain. The IME MD suggested an additional month of physical therapy. He again reiterated that her accident aggravated her pre-existing condition of degenerative arthritis. He stated that the arthritis condition will require continued treatment but long term treatment will at a certain point be no longer related to the work injury. The last record of treatment from treating MD (05/10/10) indicates that employee should continue her current work restrictions of light duty; no squatting, kneeling or crawling, and that he would see her in 6 months.

Another IME on 06/16/10 concluded that the employee's current symptoms no longer related to her work injury and that her continuing restrictions were those for any patient with an arthritic knee. He believed employee's work restrictions should be minimal squatting, kneeling, crawling and ladder use. Employee indicated to IME MD that she did not believe the operation gave her any significant pain relief. Employee finished physical therapy in April 2010 and was back to work using a cane. Employee denied having symptoms prior to the injury. The IME MD was unsure why employee continued to use a cane. He felt that this was preventing employee from improving her strength with walking. Based on the IME report the County refused to pay for any treatment after 05/10/10. Employee has a sedentary job so her restrictions are well within her employment duties.

All aggravation of pre-existing condition cases, a critical issue is whether the employee had the symptoms prior to the accident. If there were no prior symptoms or treatment pre-accident, the Arbitrator is likely to conclude that the need for current treatment is accident related. The issue is not whether the employee would have eventually needed treatment for the degenerative condition but whether treatment would be currently necessary if the accident had not occurred.

Surgery Date(s) and Type(s): 09/26/07

Off Work: 08/07/09 to 01/27/10; returned to modified duty on ½ days 01/28/10; released to full duty 02/11/10

Temporary Total Disability: \$3,878.20

Total Medical: \$22,699.56

Total Expenses: \$15,455.38

Claim Total: \$64,229.52 including settlement

Settlement Amount: \$22,196.38 (30% loss of use of right leg)

Settlement recommended by Special Assistant State's Attorney William Elman

Human Resources Committee: 11/08/11 Mgmt Services: 11/14/11 Finance & Audit Committees: 11/08/11

County Board: 11/15/11

**RESOLUTION
AUTHORIZING APPROVAL OF THE
COUNTY OF McHENRY'S PROPERTY AND
CASUALTY INSURANCE PROGRAM FOR FY 2011-2012**

WHEREAS, the County of McHenry's Insurance Broker of Record, Market Financial Group, Ltd. has solicited quotations on property, casualty and specialty insurance coverage from various insurance markets in addition to necessary services related to the administration of the County's Insurance Program for FY 2011-2012; and

WHEREAS, the Management Services Committee and Finance and Audit Committee reviewed the recommendations made by the Market Financial Group, Ltd. for causality, excess liability, property, professional liability, excess Workers' Compensation, employee thief, medical (dental clinic and inmate medical) coverage and third party claims management thought Go Self-Insured Inc.; and

WHEREAS, the Management Services Committee and the Finance and Audit Committee approved the recommendations for the County of McHenry's Insurance Program for the policy period beginning December 1, 2011 through December 1, 2012 as noted on the Attachment to this Resolution; and

WHEREAS, funding of the insurance premiums and related costs of the Insurance Program for FY 2011-2012 in the amount not to exceed nine hundred and forty thousand (\$940,000) is budgeted in Department 18 Administration Fund 320, OCA 180320 Insurance Liability Fund.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to execute the necessary documentation to bind insurance coverage and to obtain the related insurance services for the County of McHenry's Insurance Program for FY 2011-2012; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the County Auditor, County Administrator, Deputy County Administrator, Associate County Administrator for Finance and the Purchasing Director.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk



TO: Management Services Committee /
Finance and Audit Committee

FROM: John W. Labaj, Deputy County Administrator

DATE: October 25, 2011

SUBJECT: 2011-2012 County Insurance Program

Board/Committee Action Requested:

Staff is seeking the approval from the County Board of its recommendations for the County's Fiscal Year 2011-2012 Insurance Program as per the attached resolution.

Background:

Market Financial Group, Ltd., the County's broker and insurance consultant, obtained quotes from various insurance carriers for casualty, property, worker's compensation and other specialized insurance policies per consultation with the County on appropriate coverage levels for the 2011 through 2012 fiscal year. Their recommendations are contained in this memorandum. In addition, it is recommended that the County retain Go Self Insured Ltd. as its Third Party Administrator (TPA) to adjudicate workers' compensations and subrogated auto liability claims and Market Financial Group Ltd., for insurance consultant and broker services. Recommended carriers and coverage levels are reviewed in the text of this memorandum.

Discussion:

Casualty Insurance / Excess Liability

Staff directed the Market Financial Group to survey the marketplace for competitive quotes for casualty insurance. Solicitation and inquiries were sent to multiple companies. Gotham Insurance, One Beacon, Safety National and Travelers' Insurance prepared quotes. Gotham declined to submit a formal quote advising that their premium would be approximately \$500,000, One Beacon declined to submit a formal quote and Safety National has declined but may reconsider providing a proposal.

The County is in its third year with Travelers' Insurance Company as its major causality provider. Travelers' delivers a full insurance product, is fully staffed to adjudicate claims, provides in-house re-insurance and currently enjoys a Best Insurance rating of A+ Superior. Market Financial Group found no other causality insurer willing to compete with Travelers' on price or coverage. The proposed basic renewal rate is \$375,933 which reflects a 5.5% increase over the FY '10-'11 premium. Of the various line of coverage (General Liability, Employee Benefits, Employment Practices, Law Enforcement Auto Liability and Umbrella) the majority of the increase is under the Umbrella coverage line. This reflects a firming up in the national

marketplace which in large part is due to the volume of sustained weather related losses. Market Financial Group recommends the County continue to place its causality coverage with Travelers'.

Valley Hi Casualty Insurance/Excess Liability

The County has separately insured Valley Hi for the past three years. Last year's coverage was switched to GuideOne Insurance, a mid-sized Iowa Insurance Company specializing in property and casualty insurance coverage for senior living facilities and home health care agencies. Both past insurer, CAN, and GuideOne submitted proposals.

GuideOne has submitted a proposal for \$97,268 which is an 8% decrease over last year's premium. Reduction in premium can be attributed to GuideOne becoming more comfortable with the account, an excellent loss record and competition with CNA. Market Financial recommends retaining GuideOne as casualty excess insurer for Valley Hi.

Property/Boiler/Machinery

Market Financial solicited quotations for property/boiler/machinery insurance from Affiliated FM, Chubb, Hartford and Travelers' Insurance. Affiliated FM, Chubb and Hartford were very interested in providing coverage but did not quote stating that they could not compete with Travelers' on coverage and cost. The premium rates provided by Travelers' reflect a level of comfort with our account that other carriers find difficult to match. Travelers' has been the County's long term property insurance provider for well over 18 years. The base Travelers' quote of \$141,674 reflects a 1.8% over the FY '10-'11 premium. The rate has stayed constant, but the premium increase reflects the addition of the new archive building. Market Financial recommends retaining the Travelers' as the County's property insurance carrier.

Professional Liability State's Attorney, Public Defender, Judiciary

The County provides Professional Liability Insurance for the State's Attorney and Public Defender through the National District Attorneys Association (NDAA). This is a long standing policy underwritten by Lloyds of London. Policy cost and coverage has not changed from last year. Market Financial recommends maintaining the current policy with NDAA.

Additionally, the Insurance Liability Fund provides professional liability insurance to eight judges under a long standing policy with the Columbia Casualty Company. Market Financial has not found comparable insurance as competitively priced and therefore recommends renewal with Columbia. There is no premium increase over last year.

Crime and Fidelity

Market Financial has recommended retaining crime and fidelity coverage with Great American Insurance Company with a renewal premium of \$4,026, a slight decrease from last year.

Dental Clinic Professional Liability

Landmark American Insurance Company has quoted coverage for the Health Department's Dental Program at \$19,082, which represents a premium increase of 41%. The increase is due to patient increase of approximately 4,000 to 7,000. The policy will also provide professional liability insurance for one dentist at the clinic. Market Financial recommends maintaining coverage with Landmark American Insurance Company.

Inmate Medical

The County has purchased a long standing policy through the International Medical Group (IMG) / Sirius for excess medical in the event of a catastrophic medical need of a jail inmate. Unfortunately, coverage under the policy has deteriorated over the years necessitating a search for alternative coverage. An alternate proposal for Correct Care Solution (CCS), our current jail medical provider, through Gerber Life Insurance Company has been offered. The CCS / Gerber Life Insurance proposal offers broader coverage and similar limits. Increasing the deductible to \$35,000 from the current \$25,000 under the current IMG /Sirius policy will keep the premium at current levels. The trade off of increased coverage for a slightly highly deductible is warranted; therefore it is recommend the County change providers to CCS / Gerber.

Workers' Compensation

Market Financial Group approached alternate markets for excess Workers' Compensation Insurance. None were competitive with the County's current carrier, Safety National. The rate offered by Safety Nation has increased by 11.3%, translating into a 15.5% premium increase. Due to the hefty premium increase we recommend increasing the current Self-Insured Retention (SIR) amount from \$500,000 to \$550,000, which bring the premium percentage increase down to a 3.6% increase. Market Financial recommends retaining our Workers' Compensation account with Safety National.

Third Party Administrator (TPA)

Travelers' will provide in-house claim service for all general liability, law enforcement liability, auto and errors and omission claims. A loss fund account of \$65,000 is established at Travelers' for this purpose. Go Self Insured (GSI) will be retained to provide TPA services to adjudicate workers' compensation claims and subrogated auto liability claims. GSI's fee is \$34,000.

Insurance Consultant Fee

Market Finance Group Ltd. will provide continuing insurance consultant and broker services at its annual existing flat fee of \$47,000 for a three year period based on performance and appropriation of funds.

Surety Bonds

The County is responsible under state statute to provide surety bonds to elected official. The current surety bond for renewal is for the Regional Superintendent, which may or may not be needed.

Additional Optional Coverage Considerations

In late June staff provided the Management Services Committee with a number of current risk exposures that were to be reviewed during the process of establishing the 2012 County Insurance Program. Specifically coverage areas for the following were reviewed:

- Cyber Liability
- Contingent Liability Insurance for jail operations (Business Interruption)
- Sexual Misconduct
- Surgery Coverage for Animal Control
- Underground Storage Tank Coverage

Both the Management Services Committee and Finance and Audit Committee elected to bind Cyber Liability and Sexual Misconduct coverage for the County. The other coverage areas were not selected due to adequacy of existing coverage and/or excess cost in light of coverage provided in individual policies. Additionally, The Health Department requested pricing for the professional services for a part time volunteer OBGYN. The policy cost will be additional \$5,175 to be paid by the Health Department.

Human Resources:

There will be no personnel impacts on Human Resources as a result of the County's anticipated FY 2011 - 2012 insurance program.

Impact on Budget (Revenue, Expenses, Fringe Benefits):

The proposed basic County insurance budget for FY'11-'12 is \$889,329 for insurance premiums and related professional services. This reflects a 2.7% increase in cost, which is under the 5% budgeted increase. However, with the inclusion of the additional Cyber Liability and Sexual Misconduct and OBGYN coverage the final total is \$928,649. The Resolution authorizes an amount not to exceed or \$940,000. The additional amount is requested in the event that actual billed amounts are in excess of quoted costs. The Insurance Liability Fund has sufficient funds to cover the current recommended premium costs of for the FY'11-'12 program year.

Impact on Capital Expenditures:

There will be no impact on the County's Capital expenditures as a result of this action.

Impact on Physical Space:

There will be no need for additional space as a result of this action.

Impact on Other County Departments or Outside Agencies:

County Departments receive the benefits of the insurance coverage in transference of risks from the County to the insurer. Risk Management practices required by insurance providers helps to foster a safe and secure work environment.

Conformity to Board Ordinances and Policies:

Continuation of the current insurance program conforms to County Board policy of self-insurance while also transferring risk to insurance carriers to reduce overall insurance costs for the County.

Attachments/Appendices:

Resolution for approval of the FY' 2011 through 2012 Insurance Program and related chart.

R E S O L U T I O N

AUTHORIZING MONTHLY TRANSACTIONS FOR THE DELINQUENT TAX PROGRAM

WHEREAS, the County of McHenry had undertaken a program to collect delinquent taxes and to perfect titles to real property in cases where the taxes on same have not been paid pursuant to 35 ILCS 205/216d and 205/235a; and

WHEREAS, pursuant to said program, the County of McHenry has acquired an interest in the real estate described in the attached information; and

WHEREAS, it appears to your Finance Committee that it would be in the best interest of the County to dispose of its interest in said property; and

WHEREAS, the parties in the attached information, have offered the amounts shown and the distribution of these amounts have been determined as stated; and

WHEREAS, your Finance and Audit Committee recommends the adoption of this Resolution.

NOW, THEREFORE BE IT RESOLVED, by the County Board of McHenry County, Illinois, that the Chairman is hereby authorized to either execute a deed of conveyance of the County's interest or authorize a cancellation of the appropriate certificates of purchase, whatever the case may be, relative to the real estate described in the attached information for the amounts shown, to be disbursed according to law (said information sheets attached hereto and made part hereof); and

BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the County Administrator; Treasurer; and the State's Attorney; and the McHenry County Delinquent Tax Agent.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

RES#	Account	Type	Account Name	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Treasurer
11-11-001	0911166D	SAL	NETTLETON DEVELOPMENT, LLC	650.00	76.76	0.00	50.00	350.00	173.24
11-11-002	0911004D	SAL	SEAN MCCALLISTER	701.00	93.38	0.00	50.00	350.00	207.62
11-11-003	0911007D	SAL	MCHENRY COUNTY CONSERVATION DISTRICT	650.00	76.76	0.00	50.00	350.00	173.24
11-11-004	0911008D	SAL	MCHENRY COUNTY CONSERVATION DISTRICT	650.00	76.76	0.00	50.00	350.00	173.24
11-11-005	0911012D	SAL	MCHENRY COUNTY CONSERVATION DISTRICT	650.00	76.76	0.00	50.00	350.00	173.24
11-11-006	0911013D	SAL	MCHENRY COUNTY CONSERVATION DISTRICT	650.00	76.76	0.00	50.00	350.00	173.24
11-11-007	0911014D	SAL	MCHENRY COUNTY CONSERVATION DISTRICT	650.00	76.76	0.00	50.00	350.00	173.24
11-11-008	0911015D	SAL	BRIAN MCMANAWAY	680.00	76.76	0.00	50.00	350.00	203.24
11-11-009	0911016D	SAL	WILLIAM KOSINAR	715.00	117.73	0.00	50.00	350.00	197.27
11-11-010	0911019D	SAL	HUGH FRISBIE	650.00	51.38	0.00	50.00	350.00	198.62
11-11-011	0911032D	SAL	CHRISTOPHER D. RABE	700.00	93.38	0.00	50.00	350.00	206.62
11-11-012	0911033D	SAL	ELIZABETH A. HADERLEIN	650.00	82.30	0.00	50.00	350.00	167.70
11-11-013	0911034D	SAL	ELIZABETH A. HADERLEIN	650.00	82.30	0.00	50.00	350.00	167.70
11-11-014	0911036D	SAL	SABRE GROUP, LLC	2,004.00	244.35	0.00	50.00	488.50	1,221.15
11-11-015	0911038D	SAL	LAC HOLDINGS, LLC	751.00	82.30	0.00	50.00	350.00	268.70
11-11-016	0911084D	SAL	ALLAN BRINK	660.00	76.76	0.00	50.00	350.00	183.24
11-11-017	0911086D	SAL	RHONDA F. LANG-RUSHING	1,500.00	76.76	0.00	50.00	362.50	1,010.74
11-11-018	0911106D	SAL	WILLIAM P. PUTZBACH	1,089.00	76.76	0.00	50.00	350.00	612.24
11-11-019	0911107D	SAL	NICOLE KERR	652.00	76.76	0.00	50.00	350.00	175.24
11-11-020	0911108D	SAL	NICOLE KERR	652.00	76.76	0.00	50.00	350.00	175.24
11-11-021	0911109D	SAL	GEORGE SCHAEFER	1,550.00	76.76	0.00	50.00	375.00	1,048.24
11-11-022	0911110D	SAL	WILLIAM P. PUTZBACH	1,279.00	76.76	0.00	50.00	350.00	802.24
11-11-023	0911113D	SAL	WILLIAM P. PUTZBACH	1,360.00	76.76	0.00	50.00	350.00	883.24
11-11-024	0911116D	SAL	JEFF J. JAYKO	650.00	76.76	0.00	50.00	350.00	173.24
11-11-025	0911122D	SAL	MIKE LESPERANCE	750.00	95.57	0.00	50.00	350.00	254.43
11-11-026	0911124D	SAL	MARIA KNAPIK	655.00	76.76	0.00	50.00	350.00	178.24
11-11-027	0911125D	SAL	VICKI L. BETKE	666.00	191.14	0.00	50.00	350.00	74.86
11-11-028	0911133D	SAL	RUSSELL LEWIS	655.00	87.84	0.00	50.00	350.00	167.16
11-11-029	0911136D	SAL	SCOTT COX	651.00	126.31	0.00	50.00	350.00	124.69
11-11-030	0911157D	SAL	KENNETH E. COX	2,656.00	87.84	0.00	50.00	651.50	1,866.66
11-11-031	0911158D	SAL	JEFFREY D. CAMBORA	1,000.00	87.84	0.00	50.00	350.00	512.16
11-11-032	0911159D	SAL	JEFFREY D. CAMBORA	1,000.00	87.84	0.00	50.00	350.00	512.16
11-11-033	0911169D	SAL	THOMAS J. SCHNITE, JR.	2,100.75	183.41	0.00	50.00	512.69	1,354.65
11-11-034	0911175D	SAL	PATRICK M. O'LEARY	708.00	202.22	0.00	50.00	350.00	105.78
11-11-035	0911190D	SAL	NETTLETON DEVELOPMENT, LLC	750.00	76.76	0.00	50.00	350.00	273.24
11-11-036	0911191D	SAL	THOMAS J. SCHNITE, JR.	3,100.50	76.76	0.00	50.00	762.62	2,211.12
11-11-037	0911196D	SAL	MARIA MATVIIV	1,018.00	76.76	0.00	50.00	350.00	541.24
11-11-038	0911198D	SAL	LISA JOYCE	1,313.00	93.38	0.00	50.00	350.00	819.62
11-11-039	0911199D	SAL	NETTLETON DEVELOPMENT, LLC	750.00	82.30	0.00	50.00	350.00	267.70
11-11-040	0911200D	SAL	WILLIAM P. PUTZBACH	770.00	82.30	0.00	50.00	350.00	287.70
11-11-041	0911212D	SAL	JONATHAN MEYER	650.00	76.76	0.00	50.00	350.00	173.24
11-11-042	0911244D	SAL	HOME STATE BANK LAND TRUST #5765	1,250.00	76.76	0.00	50.00	350.00	773.24

RES#	Account	Type	Account Name	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Treasurer
11-11-043	0911254D	SAL	GARY LECHNER	3,700.00	76.76	0.00	50.00	912.50	2,660.74
11-11-044	0911256D	SAL	CHRISTOPHER FOOTE	777.83	76.76	0.00	50.00	350.00	301.07
11-11-045	0911261D	SAL	JASON K. NOTO	1,500.00	76.76	0.00	50.00	362.50	1,010.74
Totals				\$47,214.08	\$4,174.11	\$0.00	\$2,250.00	\$17,377.81	\$23,412.16

							Clerk Fees	\$4,174.11
							Recorder/Sec of State Fees	\$2,250.00
							Total to County	\$29,836.27

Committee Members

R E S O L U T I O N

AUTHORIZING ACCEPTANCE OF A TECHNICAL ASSISTANCE GRANT FROM THE CHICAGO METROPOLITAN AGENCY FOR PLANNING, A CONTRACT WITH CAMIROS, LTD FOR DEVELOPING A NEIGHBORHOOD SUBAREA PLAN, AND AN EMERGENCY APPROPRIATION TO THE FY 2011 PLANNING AND DEVELOPMENT BUDGET

WHEREAS, the Department of Planning and Development previously received approval from the Planning and Development Committee to request a Technical Assistance from the Chicago Metropolitan Agency for Planning (CMAP) for assistance with developing a Neighborhood Subarea Plan for the traditional neighborhoods along the County's waterways; and

WHEREAS, CMAP agreed to provide the County with Technical Assistance in the form of CMAP staff support for developing the Neighborhood Subarea Plan and upon the conclusion of initial project scoping meetings, CMAP staff requested that the County consider acceptance of a Technical Assistance Grant so that the County could retain private sector expertise for the development of the Neighborhood Subarea Plan; and

WHEREAS, the Planning and Development Committee agree that staff should explore CMAP's recommendation and therefore accept a Technical Assistance Grant in the amount of \$80,000 which does not require the expenditure of any matching funds; and

WHEREAS, development of the waterfront neighborhood plan is directly related to the County's ongoing development of a Unified Development Ordinance (UDO) which will contain regulations specifically intended to facilitate the maintenance of existing structures and the appropriate redevelopment of properties within waterfront neighborhoods; and

WHEREAS, the County has an existing contractual relationship with Camiros LTD of Chicago, Illinois, for developing the UDO and through the extensive research and community outreach already conducted in the course of developing the UDO, Camiros has existing knowledge of the planning, infrastructure, and resource issues within the County's traditional waterfront neighborhoods. Using a single consultant will best ensure consistency between the seamless integration of the neighborhood subarea plan and the UDO; and

WHEREAS, after reviewing the proposed scope of services submitted by Camiros, the Director of Planning and Development and the Director of Purchasing recommend the County extend its existing contract with Camiros LTD of Chicago, Illinois, to provide additional services for preparing a waterfront neighborhood subarea plan at a cost not to exceed \$80,000.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to enter into an agreement with the Chicago Metropolitan Agency for Planning (CMAP) to accept an \$80,000 Technical Assistance Grant; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that the Chairman of the Board is also hereby authorized to enter into a contractual arrangement with Camiros, LTD of Chicago, Illinois for the creation of a Neighborhood Subarea Plan for waterfront neighborhoods at a cost not to exceed \$80,000; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that an emergency appropriation in the amount of \$80,000 to OCA 100005-4001 (Planning & Development – Contractual Services) is also hereby authorized to the FY 2011 budget and is to be offset by a revenue budget line item entry to OCA 100005-9450 (Planning & Development – Local Government Grants); and

BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Director of Planning & Development; the County Auditor; the Purchasing Director; the Associate County Administrator-Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

Department of Planning and Development
McHenry County Government Center - Administration Building

2200 North Seminary Avenue
Woodstock, Illinois 60098



815 334-4560 Fax 815 337-3720
www.co.mchenry.il.us

MEMORANDUM

To: Tina Hill, Chairman
and Members of the Planning and Development Committee

Scott Breeden, Chairman
and Members of the Finance and Administration Committee

From: Dennis A. Sandquist, Director of Planning and Development

Date: October 21, 2011

Re: Authorizing an emergency appropriation in the Planning and Development
Department Budget and entering into a contract extension with Camiros, LTD for
developing a Subarea Plan for waterfront neighborhoods

Board/Committee Action Requested:

Staff is requesting that the P&D and F&A Committees recommend authorizing an emergency appropriation in the Planning and Development Department Budget in the amount of \$80,000 and entering into a contract extension with Camiros, LTD for developing a subarea plan waterfront neighborhoods, at a cost not to exceed \$80,000.

Background:

The Committee previously approved the Department of Planning and Development's request to seek Technical Assistance from the Chicago Metropolitan Agency for Planning (CMAP) for assistance with developing a subarea plan for the traditional small-lot residential neighborhoods along the County's waterways. CMAP agreed to provide the County with technical assistance in the form of staff support. However, upon conclusion of the initial project scoping meetings, CMAP staff requested that the County consider acceptance of a cash grant instead of staff support. In July, the Committee agreed that staff should explore this option with CMAP.

Discussion:

On October 12, 2012, the CMAP Board has approved a Technical Assistance Grant in the amount of \$80,000 for McHenry County. This grant does not require the

expenditure of any matching funds. The cash grant will allow the County to retain a private consultant to develop the subarea plan.

The waterfront neighborhood plan is directly related to Unified Development Ordinance (UDO), which is currently under development. The ordinance will contain regulations specifically intended to facilitate the maintenance of structures and the appropriate redevelopment of properties within existing waterfront neighborhoods. The subarea plan will address the following items: a) long term vision for each waterfront planning area; b) key infrastructure needs and actions; c) key riparian needs and actions; d) key building maintenance needs and actions; e) key environmental management actions; and f) proposed approaches to land use regulation. These land use regulations will be included in the UDO. While the UDO will contain the specific land use regulations, the subarea plan will guide how and in which neighborhoods the regulations should be applied.

Camiros LTD of Chicago, Illinois, has been retained by the County to prepare the UDO. Using the same consultant to develop the subarea plan will ensure consistency between the plan and the UDO. In addition, because of the extensive research, stakeholder meetings, P&D Committee meetings, and ZBA meetings that Camiros has already conducted in the course of developing the UDO, Camiros has existing knowledge of the planning, infrastructure, and resource issues that the County needs to address within the subarea plan for waterfront neighborhoods.

Purchasing Director Kathy Link has indicated that we can enter into a contract extension with Camiros for the purpose of developing the subarea plan for waterfront neighborhoods. Camiros has prepared a proposed scope of services for the project, which is attached. Based on my review of the proposed scope of services, it is my recommend that the County enter into a contract extension with Camiros for the purpose of developing the subarea plan for waterfront neighborhoods, at a cost not to exceed \$80,000.

Impact on Human Resources:

This request will not have any impact on departmental or county staffing. Existing staff will work with the consultant on this project along with the UDO.

Impact on Budget (Revenue, Expenses, Fringe Benefits):

This request will not have any impact on the County budget. The additional expenditures will be offset by the grant award. The grant does not require any local matching funds.

Impact on Capital Expenditures:

This request will not have any impact on capital expenditures.

Impact on Physical Space:

This request will not have any impact on physical space.

Impact on Other County Departments or Outside Agencies:

The same County Departments that are providing information and data for the UDO (Environmental Health, McDOT) will also be asked to provide information and data for the subarea plan.

Conformity to Board Ordinances and Policies:

This request confirms with County procurement policies and ordinances.

Attachments:

Resolution

Proposed Scope of Services

cc: Deputy County Administrator-Finance, Purchasing Department

CAMIROS

411 South Wells, Chicago, Illinois 60607 Phone: (312)922-9211 Fax: (312)922-9689 <http://www.camiros.com>

September 26, 2011

Mr. Dennis Sandquist
Director of Planning
County of McHenry
667 Ware, Road
Woodstock, IL 60098

Re: Small lot subarea planning

Dear Dennis,

This is a revised proposal to reflect the directions given by Darrell Moore following review of the original proposal. Darrell's comments offered four key suggestions:

1. The scope of the study and plan should be larger than the three development areas suggested initially. It should provide useful guidance for addressing land use and regulatory issues in all areas of the county along the Fox River and Wonder Lake having small lots.
2. This program will need to involve physical reconnaissance and assessment of conditions in a larger area than originally contemplated.
3. More meetings than initially proposed will probably be needed to assure involvement of municipalities adjacent to these areas, representatives of affected homeowners associations and, perhaps, a larger number of County Board Commissioners.
4. The study might utilize a case study approach to demonstrate findings and recommendations

Initially we foresaw the opportunity to hold individual meetings with adjacent municipality representatives, and to meet with homeowners' association leadership specific to each of the assumed three study areas. While we are willing to do this on an expanded basis, it might be cost prohibitive. Indeed, I'm not quite clear on the number of entities that might be involved in such meetings until we get into the project.

Therefore, I am suggesting an initial approach that sets up a series of group meetings for a series of communities sharing a similar geography. I've also set up a meeting bank to provide for individual meetings should municipalities show interest and want to discuss possible approaches to working with adjacent unincorporated areas. We have looked at the map of the County, and believe that we need your help to accurately identify the number and locations of these grouped geographies, which I've called "planning areas" within this letter. We have made the assumption, for costing, that we can group them into five planning areas.

Our approach is similar to that previously proposed. Initially, we would collect and map the following data for each "planning area" through map, aerial and field analysis:

- Environmental protection and management
- Land use
- Infrastructure
- Housing conditions
- Lot size and housing type
- Development regulations

We would then hold an initial meeting within each "planning area" to outline conditions and to learn the local concerns regarding local property and infrastructure conditions, interest in joining with adjacent municipalities and impacts of current regulation upon housing quality, development opportunities and the local real estate market. This information will help us identify the key issues and determine if they are common to the entire "planning area" or specific to subsections. Thus, we could learn that all of part of the "planning area" fits one or more of the following scenarios, and then shape our area improvement and land use regulation proposals accordingly.

- Continued management of present conditions into the future
- Encourage some form of area improvement including redevelopment to a fully improved scale
- Work to integrate the area with adjacent municipalities and get the County out of the small lot housing category.

We could then review these proposals with you and relevant County Board members, and determine the best approach, such as case studies, to illustrate the issues and present various approaches to land use regulation and development management. We would meet again with the above parties to secure concurrence with the proposals most applicable to the planning areas or identify any modifications necessary to better reflect local realities and anticipated future patterns of development.

We would incorporate these findings into a program of actions and suggested zoning district(s), review it with you and prepare a final report.

SCOPE OF SERVICES

A modified scope of services to reflect the enlarged study area could be as follows:

Task 1: Startup meeting:

We would meet with you, Darrell and perhaps the County Board members representing areas of small lots to agree upon the work to be done, schedule and identify key contacts at the County and adjacent municipalities.

We would meet with members of the County staff to gain insights into housing (CDBG) issues, environmental issues, infrastructure issues, land use control issues and attitudes of local residents (if known) and adjacent municipalities regarding existing and future conditions within these areas. We would identify and map agreed upon "planning areas" containing unincorporated small lot subdivisions in water oriented

areas that cluster around common municipalities.

We could also meet with the County Board P&D Committee to learn their concerns and insights regarding the issues and future of these areas.

Task 2: Conditions Analysis:

We would collect and review current County data and conduct field research where necessary in order to build a current inventory of existing conditions within each planning area. This would include mapping and/or analysis of:

- a. Building and lot size and character
- b. Infrastructure and water access characteristics
- c. Services provided by the County
- d. Environmental conditions

Task 3: Issues meetings with adjacent municipalities:

We would organize meetings with representatives of the Village Boards within each planning area (we are assuming five meetings) to identify any interest in future annexation and the basis of that interest. Each of the meetings will also serve as an opportunity to understand local zoning controls within those communities having similar properties and the potential of applying these controls to the adjacent or nearby County areas.

Task 4: Community issues and needs meeting(s)

We would schedule a meeting with the leadership of the homeowners associations within each of these planning areas the same day or evening we meet with the municipalities to understand their perspectives on local needs and interests in supporting any local improvements or modification to development regulations. Establishment of "back to back" meetings with planning area municipalities and homeowners' association leadership should help us control cost.

Task 5: County staff workshop re issues and directions

We would prepare a summary memorandum on conditions, local expectations and potential approaches for discussion with County staff. We would suggest and agree upon specific case studies, if applicable, to use as a basis for developing and presenting recommendations. If desired, we could present this memorandum and our agreed on planning direction to the P&D Committee of the County Board.

Task 6: Joint County and adjacent municipality review

Should the directions of the memorandum developed above have the potential to involve adjacent municipalities, would be attend a joint meeting between County and candidate municipality leadership to discuss the potentials for joint coordination. We assume that these meetings could occur during the day at the County offices.

Task 7: Develop strategic program

We will undertake agreed the work direction outlined in the memorandum of Task 5 to prepare a program of recommendations that address the following for the small lot areas:

- a. Long term vision per planning area
- b. Key infrastructure needs and actions
- c. Key riparian needs and actions
- d. Key building maintenance needs and actions
- e. Key environmental management actions
- f. Proposed approaches to land use regulation to be reflected in the UDO

Task 8: Strategic program meeting(s) with county residents and adjacent municipalities

Following review of program recommendations with you we would attend a meeting of the leadership of all affected homeowner associations to brief the residents on the scope of the recommendations, take input, and if appropriate also meet with adjacent community leadership for the same purpose. We assume this would be done on a planning area basis. We would adjust our program recommendations based upon this input.

Task 9: Finalize subarea plan

We would meet with the County Board P&D Committee to review the recommendations and receive direction to finalize the plan

We will then prepare a draft final plan which summarizes the issues and recommended land use regulation and related proposals resulting from the study. These recommendations will include specific directions for drafting required UDO regulations. This report will address common issues and then outline specific actions for each of the planning areas if appropriate.

Following a review with staff, we would present the draft to the County Board for adoption as component of comprehensive plan. A final document would then be prepared.

COST

We estimate that the cost for these services would range between \$60,000 and \$70,000 that reflects up to five sets of planning area meetings and a provision for a follow up meeting and question response bank of \$10,000. It also makes provision for three days of Baxter and Woodman's staff to review infrastructure issues should that be necessary.

We estimate that we could complete this assignment within five to six months of receipt of an authorization to proceed. I would lead this study utilizing Arista Strungys and Nik Davis as key staff, thereby optimizing the use of persons already familiar with issues within the County.

Sincerely

A handwritten signature in black ink, appearing to read "Leslie S. Pollock". The signature is fluid and cursive, with the first name "Leslie" and last name "Pollock" clearly distinguishable.

Leslie S. Pollock FAICP
Principal Consultant

C: Darell Moore, McHenry County

RESOLUTION

AUTHORIZING THE DESIGNATION OF THE OFFICE OF THE STATE'S ATTORNEYS APPELLATE PROSECUTOR

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor was created to provide services to State's Attorneys in Judicial Districts containing less than 3,000,000 inhabitants; and

WHEREAS, the powers and duties of the Office of the State's Attorneys Appellate Prosecutor are defined and enumerated in the "State's Attorneys Appellate Prosecutor's Act", 725 ILCS 210/1 et. seq., as amended; and

WHEREAS, the Illinois General Assembly appropriates monies for the ordinary and contingent expenses of the Office of the State's Attorneys Appellate Prosecutor, one-third from the State's Attorneys Appellate Prosecutor's County Fund and two-thirds from the General Revenue Fund, provided that such funding receives county approval and support from within the respective Judicial Districts eligible to apply; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor shall administer the operation of the appellate offices so as to insure that all participating State's Attorneys continue to have final authority in preparation, filing, and arguing of all appellate briefs and any trial assistance; and

WHEREAS, the Office of the State's Attorneys Appellate Prosecutor and the Illinois General Assembly have reviewed and approved a budget for Fiscal Year 2012, which funds will provide for the continued operation of the Office of the State's Attorneys Appellate Prosecutor.

NOW, THEREFORE, BE IT RESOLVED, that the McHenry County Board, in regular session, this 15th day of November, 2011 does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County; and

BE IT FURTHER RESOLVED, that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor are hereby authorized to act as Assistant State's Attorneys on behalf of the State's Attorneys of this County in the appeal of all cases, when requested to do so by the State's Attorney, and with the advice and consent of the State's Attorney prepare, file, and argue appellate briefs for those cases; and also, as may be requested by the State's Attorney, to assist in the prosecution of cases under the Illinois Controlled Substances Act, the Cannabis Control Act, the Drug Asset Forfeiture Procedure Act and the Narcotics Profit Forfeiture Act. Such attorneys are further authorized to assist the State's Attorney in the State's Attorney's duties under the Illinois Public Labor Relations Act, including negotiations thereunder, as well as in the trial and appeal of tax objections; and

BE IT FURTHER RESOLVED, that the attorneys employed by the Office of the State's Attorneys Appellate Prosecutor may also assist State's Attorneys in the discharge of their duties in the prosecution and trial of other cases, and may act as Special Prosecutor if duly appointed to do so by a court having jurisdiction; and

BE IT FURTHER RESOLVED, that the McHenry County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2012, commencing December 1, 2011 and ending November 30, 2012, by hereby appropriating the sum of \$30,000.00 to OCA 450030-4372 (State's Attorney-Appellate Prosecutor) as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2012; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the State's Attorney; the Human Resources Director; the Associate County Administrator-Finance; the County Auditor; the Treasurer; and the County Administrator.

DATED at Woodstock, Illinois this 15th day of November, A.D., 2012.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

RESOLUTION
**AUTHORIZING ENTERING INTO A CONTRACT WITH SOURCEHOV FOR SCANNING,
MICROFILMING AND DESTRUCTION OF DIVORCE CASE FILES HELD BY THE CIRCUIT
CLERK'S OFFICE**

WHEREAS, the Circuit Clerk has a large volume of older court files that are not eligible for destruction due to Illinois Supreme Court requirement that specific case types must be microfilmed before destruction; and

WHEREAS, older divorce records are the most frequently requested court files from the Archives facility due to certified judgments of dissolution commonly being required at the time of retirement; and

WHEREAS, the Circuit Clerk has a long-range plan to begin the microfilming of older court files to allow for their destruction and free up some limited space in the County's archive facility; and

WHEREAS, the first step in this long-range plan is to scan and microfilm divorce records that pre-date the Circuit Clerk's 20+ years of document imaging; and

WHEREAS, the Court Document Storage Fund, which is funded by a fee charged on all court case filings, is statutorily designated to "defray the expense in any county that elects to establish a document storage system and convert the records of the circuit court clerk to electronic or micrographic storage" (705 ILCS 105/27.3c); and

WHEREAS, during the fiscal year 2010-11 budget process, budget was created in the Contractual Services budget line item in the Court Document Storage Fund to fund the scanning, microfilming and destruction of older case files, and therefore, no budget adjustment is necessary.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to enter into the attached agreement with SourceHOV (attached hereto and made part of) for the scanning, microfilming and destruction of the 1979 through 1989 divorce case files at a cost not to exceed \$72,581.67; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois, that said costs will be covered by budgeted funds in the Court Document Storage Fund and will be paid upon completion of the scanning, microfilming and destruction project; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Clerk of the Circuit Court; the Presiding Judge; the Auditor; the Treasurer; the Associate County Administrator – Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk



KATHERINE M. KEEFE
Clerk of the Circuit Court
22nd JUDICIAL CIRCUIT MCHENRY COUNTY
2200 N. Seminary Avenue
Woodstock, IL 60098
www.mchenrycircuitclerk.org

Civil Division
815.334.4310
Criminal/Traffic Division
815.334.4190
Felony/Juvenile Division
815.334.4313
Fax
815.338.8583

MEMORANDUM

DATE: October 19, 2011

TO: Nick Provenzano
Chairman Law & Justice Committee

FROM: Katherine Keefe
Circuit Clerk

SUBJECT: **Agreement with Source HOV to Scan, Microfilm & Destroy Court Files**

Board/Committee Action Requested:

The attached Resolution is for a project to scan, microfilm and destroy divorce case files from 1979 through 1989. The Resolution specifies that the project will be paid for through the Court Document Storage Fund, which is funded by a fee charged on all case filings specifically created to “defray the expense in any county that elects to establish a document storage system and convert the records of the circuit court clerk to electronic and/or micrographic storage.” (705 ILCS 105/27.3c)

Background:

Currently we have never microfilmed closed court files in McHenry County, instead focusing our Court Document Storage Fund dollars on our document imaging system. We have been scanning court files for over 20 years and our document imaging efforts have added efficiencies to the court system that could not exist without the availability of the scanned court files. Unfortunately the Illinois Supreme Court does not recognize document imaging as an approved method for long-term document retention. Very few case types (Traffic, Ordinance, Conservation and Small Claims) are allowed to be destroyed without the microfilming of those cases. (*Illinois Supreme Court General Administrative Order on Recordkeeping in the Circuit Courts*)

Discussion:

The fact that we have never been able to destroy court records, with the exception of Traffic, Ordinance, Conservation and Small Claims files, has created an extremely large storage need for what amounts to over 100 years of court case files. This project is only the beginning of our plans for microfilming older case records. Our 20 years of document imaging will make the microfilming of those case years much more cost effective due to the fact that the electronic scans of the case documents can be converted by the vendor into microfilm without the handling of the paper files. This initial project of case files that pre-date our document imaging program is more

expensive due to the need to handle the case files. The vendor will also handle the destruction of the records after we have received the necessary Supreme Court approval.

The reason divorce files were selected for this initial scanning/microfilming project is due to the amount of handling that older divorce case files receive. Older divorce files are the most commonly requested older files due to the need for certified copies of Judgments of Dissolution as older residents are retiring or handling estates. As part of this project we will receive pdf files of the divorce cases which will improve the customer service we can offer to those who request certified copies of older divorce records.

We are also in discussions with the Illinois State Archives IRAD facility at Northern Illinois University to take possession of some of our older case files that have historical significance. The advantage of transferring those older files to IRAD is that we do not need Supreme Court approval to destroy the records because they are considered “stored” by the Illinois State Archives in the eyes of the Supreme Court. IRAD currently “stores” the records of many courts from northern Illinois and we hope to soon transfer some McHenry County files to IRAD in DeKalb.

Impact on Human Resources:

None

Impact on Budget (Revenue, Expenses, Fringe Benefits):

This was a planned expense for the 2010-2011 Fiscal year and we have the budget necessary for this expense in the Court Document Storage Fund.

Impact on Capital Expenditures:

Eventually could have a positive impact on capital expenditures by eliminating or at least delaying the need to build more archives storage space.

Impact on Physical Space:

This project would have a positive impact on the space at the County’s Archives facility. We are removing 341 boxes of older court records that until they have been microfilmed we are unable to destroy. According to County Records Manager Bill Draths the space opened up would be approximately 406 cubic feet. That would be about 17% of the space they would need to store an average year’s worth of new boxes coming in for the whole county.

Impact on Other County Departments or Outside Agencies:

This project would have a positive impact on the storage needs for the entire County by freeing up space in the Archives facility. It would also reduce the number of requests to Archives to retrieve divorce files because 1979-1989 would be available from the scanned copies.

Attachments/Appendices:

Statement of Work from SourceHOV

cc: County Administrator

RESOLUTION

AUTHORIZING THE ACCEPTANCE OF A BUREAU OF JUSTICE (BJA) DRUG COURT IMPLEMENTATION GRANT AND A BUDGET ADJUSTMENT TO THE FISCAL YEAR 2012 SPECIAL COURTS BUDGET

WHEREAS, the Illinois Compiled Statutes (730 ILCS 166/15) for the State of Illinois mandate that the Chief Judge of each Judicial Circuit must establish a drug court program; and

WHEREAS, upon petition of the County Board by the State's Attorney the implementation of the Drug Court was delayed for a period of two years and now must be implemented in Fiscal Year 2012; and

WHEREAS, the Trial Court Administrator and the Mental Health Court Coordinator, on behalf of the Twenty Second Judicial Circuit, applied for and were awarded a three year Bureau of Justice Drug Court Implementation Grant for a total amount of \$305,717.16; and

WHEREAS, acceptance of this grant now requires an adjustment to the Special Courts Fiscal Year 2012 budget to account for the revenue received and expenditures paid during the implementation process.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois, in agreement with the Twenty Second Judicial Circuit of McHenry County, hereby authorizes the acceptance of the Bureau of Justice Drug Court Implementation Grant in the amount of \$305,717.16 to be expended over a three year period; and

BE IT FURTHER RESOLVED, that the following adjustments to the Special Courts Fiscal Year 2012 budget as shown on the attached schedule (attached hereto and made part of) are also hereby authorized and are to be presented as adjustments to the Fiscal Year 2012 budget prior to County Board passage on November 15, 2011; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Chief Judge of the Twenty Second Judicial Circuit, the Trial Court Administrator, the Mental Health Court Coordinator, the Auditor, the Associate County Administrator – Finance, and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

Attest:

Katherine C. Schultz, County Clerk

Bureau of Justice Drug Court Implementation Grant
Fiscal Year 2012 Budget Adjustments Schedule

Revenue:

OCA 420203-9420	State Government Grants	\$109,680.22
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Expenditures:

OCA 420203-3010	Regular Salaries	\$39,059.00
OCA 420203-3105	FICA	\$2,773.16
OCA 420203-3110	IMRF	\$3,672.18
OCA 420203-3146	Health Insurance	\$6,032.88
OCA 420203-4001	Contractual Services	\$8,000.00
OCA 420203-4096	Telecommunications	\$5,770.00
OCA 420203-4120	Contractual Photocopying	\$500.00
OCA 420203-5010	Office Supplies	\$2,400.00
OCA 420203-5020	Office Equipment < \$5,000	\$6,900.00
OCA 420203-5050	Meeting Expenses	\$5,450.00
OCA 420203-5070	Miscellaneous Supplies	\$2,415.00
OCA 420203-5080	Medical Supplies – Drug Screens	\$26,708.00
	TOTAL	\$109,680.22

Memorandum

To: McHenry County Board Members
CC:
From: Dan Wallis, Trial Court Administrator
Date: 11/2/2011
Re: Bureau of Justice Assistance



Two years ago the McHenry County Drug Court Taskforce was formed to evaluate and study whether a drug court program would be beneficial. Early on, the Illinois General Assembly and Governor Quinn signed into law Public Act 96-776 which states in part;

“The Chief Judge of each judicial circuit must establish a drug court program including the format under which it operates under this Act.”

The implementation phase of the program was delayed by two years, pursuant to the act.

During this time the Twenty Second Circuit Drug Court Program was developed. Through the National Drug Court Institute, a planning initiative grant was awarded, which allowed members of the taskforce to attend national training sessions.

In order to assist with the implementation and the funding of the drug court program, a Bureau of Justice Assistance implementation grant was sought and awarded in the amount of \$305,717. These funds are dedicated to the drug court program and will be used to pay salaries which would have otherwise been paid by McHenry County, drug testing supplies, technology and educational material.

The grant is payable over the next 3 years which results in an annual grant income of \$101,905.

Thank you for your continued support.

Respectfully,



James D. Wallis
Trial Court Administrator
22nd Judicial Circuit
McHenry County, Illinois

RESOLUTION

AUTHORIZING A BUDGET LINE ITEM TRANSFER IN THE EMERGENCY MANAGEMENT AGENCY'S FY 2011 BUDGET

WHEREAS, on June 21, 2011 the County Board of McHenry County, Illinois, approved Resolution R-201106-34-175 accepting the Illinois Emergency Services Management Association EOC Grant and authorizing an emergency appropriation to the McHenry County Emergency Management Agency (EMA) fiscal year 2011 budget in the amount of \$37,665; and

WHEREAS, said Grant utilizes funds from the Department of Homeland Security (DHS) Fiscal Year 2010 Appropriation as identified and allocated by the Illinois Terrorism Task Force and approved by the Illinois Emergency Services Management Association (IESMA) Executive Board; and

WHEREAS, the grant objective is to provide technology equipment for the McHenry County EMA's Emergency Operations Center (EOC), to implement, and improve communications information and data during times of emergencies and disasters; and

WHEREAS, the Illinois Emergency Services Management Association made available to McHenry County EMA an amount not to exceed \$37,665 for the period from the April 16, 2011 of this Agreement to March 31, 2012.

WHEREAS, the Director of McHenry County's EMA Department is now requesting to re-allocate the grant funds within the fiscal year 2011 budget as first presented on Resolution R-201106-34-175 to allow for the proper posting of the grant expenditures.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that the following budget line item transfer is hereby authorized in the McHenry County Emergency Management Agency's fiscal year 2011 budget as follows for the purpose of posting the expenditures of said grant properly:

TO:	
OCA 341101-5125 (EMA – Computer Software)	\$3,997
OCA 341101-5115 (EMA – Computer Components)	\$12,668
FROM:	
OCA 341101-6050 (EMA – Computer Tech/Equip.)	\$16,665

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Auditor; the Treasurer, the Director of Emergency Management Agency, the County Administrator and the Associate County Administrator - Finance.

DATED at Woodstock, Illinois this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

COVER MEMORANDUM

TO: Nick Provenzano, Chairman Law and Justice Committee
Scott Breeden, Chairman Finance & Audit Committee

FROM: David Christensen, Director, Emergency Management Agency

DATE: November 7, 2011
November 8, 2011

SUBJECT: Line Item Transfer to the Resolution for the Illinois Emergency Services Management Association EOC Technology Grant

Board Committee Action Requested:

Approval of the Illinois Emergency Services Management Association EOC Technology Grant with McHenry County EMA.

Background:

This Grant is to utilize funds from the Department of Homeland Security (DHS) Fiscal Year 2010 Appropriation as identified and allocated by the Illinois Terrorism Task Force and approved by the IESMA Executive Board. The grant will reimburse for the purchase of technology equipment for the Emergency Operations Room of the McHenry County EOC in the EMA Department.

Discussion:

This grant reimburses the County for funds expended by the County for the above mentioned items. This grant is a one-time only grant and does not require matching funds.

Impact on Human Resources, Capital Expenditures, or Physical Space:

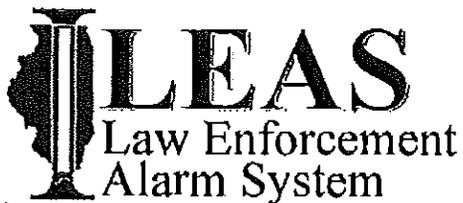
There will be no impact on the number of personnel in our department, or the space utilized by our department.

Impact on Budget Revenue, Expenses, Fringe Benefits:

Acceptance of this grant agreement will provide the department with revenue of no more than \$ 37,665.00 dollars, for reimbursement of necessary expenses.

Attachments:

Grant Agreement
Resolution



FY2010 Emergency Operations Center Technology

GRANT AGREEMENT

PART I - Notice of Grant Award to McHenry County ESDA

This Grant Agreement is made and entered by and between the **Illinois Law Enforcement Alarm System** (Grantor), 1701 East Main Street, Urbana, Illinois 61802, and **McHenry County ESDA** (Grantee), 2200 N. Seminary, Woodstock, Illinois 60098.

This Grant is to utilize funds from the Department of Homeland Security (DHS), Fiscal Year 2010 Homeland Security Grant Program, State Homeland Security Program (SHSP), local, CFDA #97.067, and the Illinois Emergency Management Agency (IEMA), grant 10ILEASEOC.

Grantor is making available to Grantee the amount not exceeding **\$37,665.00** for the period from **the date of final execution of this Agreement through March 31, 2012**. Grantee hereby agrees to use the funds provided under the agreement for the purposes set forth in this notice and agrees to comply with all terms and conditions of this notice. This period of award may be amended if there is a delay in the release of these funds from the Federal Government or the State of Illinois.

It is agreed between the parties that the agreement, as written, is the full and complete agreement between the parties and that there are no oral agreements or understanding between the parties other than what has been reduced to writing herein.

PART II - Term

The term of this Grant Agreement shall be from **the date of final execution of this Agreement through March 31, 2012**.

PART III - Scope

Through this Agreement, Grantee will execute a project to expand primary emergency operation center capabilities. This project and its relevance to Illinois' FFY 2010 State Homeland Security Program Investment Justifications are outlined in the grant application submitted by Grantee.

The budget and budget amendments submitted by Grantee to ILEAS and approved by ILEAS and the ITTF outline the costs required to complete the project. Grantor will only reimburse those expenditures that are specifically listed in the budget and budget amendments and approved by ILEAS and the ITTF.

PART IV - Compensation Amount

The total compensation and reimbursement payable by the Grantor to the Grantee shall not

exceed the sum of \$37,665.00.

PART V - Terms and Conditions

STANDARD ASSURANCES: Grantee assures that it will comply with all applicable federal statutes, regulations, executive orders, and other federal requirements in carrying out the project funded by this grant.

FISCAL FUNDING: Grantor's obligations hereunder shall cease immediately, without penalty or further payment being required, in any year for which the General Assembly of the State of Illinois fails to make an appropriation sufficient to pay such obligation or either the Illinois Emergency Management Agency or Federal Emergency Management Agency fails to provide the funds. Grantor shall give Grantee notice of such termination for funding as soon as practicable after Grantor becomes aware of the failure of funding.

EQUIPMENT: Grantor reserves the right to reclaim or otherwise invoke the Illinois Grant Funds Recovery Act on any and all equipment purchased by Grantee with grant funds if said equipment has fallen into neglect or misuse according to the standards and policies of Grantor. Additionally, Grantee may not substitute, exchange or sell any equipment purchased with grant funds unless Grantee has the express written consent of Grantor.

METHOD OF COMPENSATION: Grantee will submit to Grantor a vendor invoice or computer generated report with description of costs, including statement of payment for personnel costs and affirmation or evidence of delivery and property identification numbers for property subject to Grantor policies and procedures, in order to receive compensation through this agreement. The method of compensation shall be reimbursement in accordance with the invoice voucher procedures of the Office of the State of Illinois Comptroller. Grantee agrees to maintain appropriate records of actual costs incurred and to submit expenditure information to Grantor. No costs eligible under this Grant Agreement shall be incurred after **March 31, 2012**. Grantee also agrees that funds received under this award will be used to supplement, but not supplant, state or local funds for the same purposes.

ACCOUNTING REQUIREMENTS: Grantee shall maintain effective control and accountability over all funds, equipment, property, and other assets under this agreement as required by Grantor. Grantee shall keep records sufficient to permit the tracing of funds to ensure that expenditures are made in accordance with this agreement.

REPORTS: Grantee agrees to provide to Grantor project information to support the completion of Federal and State reporting requirements.

AUDITS AND INSPECTIONS: Grantee will, as often as deemed necessary by Grantor, permit Grantor, or any of their duly authorized representatives to have full access to and the right to examine any pertinent books, documents, papers and records of Grantee involving transactions related to this grant agreement for three years from the date of submission of the final invoice or until related audit findings have been resolved, whichever is later.

MODIFICATION AND AMENDMENT OF THE GRANT: This grant agreement is subject to

revision as follows:

- A. Modifications may be required because of changes in State or Federal laws, regulations, or Federal grant guidance as determined by Grantor. Any such required modification shall be incorporated into and will be part of this Agreement. Grantor shall notify Grantee of any pending implementation of or proposed amendment to such regulations before a modification is made to the Agreement.
- B. Modifications may be made upon written agreement of both Grantor and Grantee.

TERMINATION FOR CONVENIENCE: This agreement may be terminated in whole or in part by Grantor for its convenience, provided that, prior to termination, Grantee is given: 1) not less than ten (10) calendar days written notice by certified mail, return receipt requested, of Grantor's intent to terminate, and 2) an opportunity for consultation with Grantor prior to termination. In the event of partial or complete termination of this agreement pursuant to this paragraph, an equitable adjustment of costs shall be paid to Grantee for expenses incurred under this agreement prior to termination.

TERMINATION FOR BREACH OR OTHER CAUSE: Grantor may terminate this agreement without penalty to Grantor or further payment required in the event of:

- A. Any breach of this agreement which, if it is susceptible of being cured, is not cured within 15 calendar days after receipt of Grantor's notice of breach to Grantee.
- B. Material misrepresentation or falsification of any information provided by Grantee in the course of any dealing between the parties or between Grantee and any State Agency.

Grantee's failure to comply with any one of the terms of this Grant Agreement shall be cause for Grantor to seek recovery of all or part of the grant proceeds.

RETENTION OF PROPERTY RECORDS: Grantee agrees to maintain records for equipment, non-expendable personal property, and real property. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

NON-DISCRIMINATION: In carrying out the program, Grantee will comply with all applicable Federal Statutes relating to nondiscrimination.

SEVERABILITY CLAUSE: If any provision under the Grant Agreement or its application to any person or circumstance is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or its application of the Grant Agreement which can be given effect without the invalid provision or application.

DEBARMENT: The Grantee shall comply with Debarment provisions as contained in 49 Code of Federal Regulations, Part 29, including Appendices A and B as amended.

WAIVERS: No waiver of any condition of this Agreement may be effective unless in writing from the Executive Director of Grantor.

LIABILITY: Grantor assumes no liability for actions of the Grantee under this agreement, including, but not limited to, the negligent acts and omissions of Grantee's agents, employees, and subcontractors in their performance of Grantee's duties as described under this agreement. In addition, Grantor makes no representations, or warranties, expressed or implied, as to fitness for use, condition of, or suitability of said equipment purchased pursuant to this agreement, except as those representations are made by the manufacturer of said equipment. As to nature and condition of said equipment, in the use of said equipment, Grantee agrees to hold Grantor harmless for any defects or misapplications. To the extent allowed by law, Grantee agrees to hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorney's fees, arising from the intentional torts, negligence, or breach of the agreement by Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor.

ENVIRONMENTAL AND HISTORIC PRESERVATION (EHP) COMPLIANCE: The Grantee shall not undertake any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of DHS FEMA GPD, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. The Grantee must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the Grantee must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the Grantee will immediately cease construction in that area and notify DHS FEMA GPD and the appropriate State Historic Preservation Office. Any construction activities that have been initiated without the necessary EHP review and approval will result in the non-compliance finding and will not be eligible for DHS FEMA GPD funding.

PART VI -- Certification

The Grantee will comply with all applicable requirements of all other State and Federal laws, executive orders, regulations governing this program, and policies and procedures promulgated by the Grantor prior to or during the performance period of this agreement.

Grantee certifies that it has fully implemented all current National Incident Management System compliance activities in accordance with Homeland Security Presidential Directive 5 (HSPD-5), *Management of Domestic Incidents* and related compliance documentation provided by the Secretary of Homeland Security and State of Illinois. The Grantee further certifies that all required compliance documentation is on file with the appropriate Federal and State entity as required by the State of Illinois throughout the performance period of this agreement.

Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor has any official, agent, or employee of the Grantee committed bribery or attempted bribery on behalf of the Grantee and pursuant to the direction or authorization of a responsible official of the Grantee.

Grantee hereby certifies that it has not been barred from bidding on, or receiving State or local government contracts as a result of illegal bid rigging or bid rotating as defined in the Criminal

Code of 1961 (720 ILCS 5/33E-3 and 33E-4).

Grantee certifies that it will comply with all applicable State and Federal laws and regulations.

Grantee certifies that to the extent applicable, grantee will comply with the Davis-Bacon Act, as amended, 40 U.S.C. 3141 *et seq.*, the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. 3701 *et seq.*, regarding labor standards for federally assisted sub agreements.

Grantee certifies that it will return to the Grantor all State or Federal grant funds that are not expended or received from the Grantor in error. The Grantor may recapture those funds in accordance with State and Federal laws and regulations. The Grantee further certifies that its failure to comply with any one of the terms of this Grant Agreement shall be cause for the Grantor to seek recovery of all or part of the grant proceeds.

Grantee certifies that it will establish safeguards to prohibit employees, contractors, and subcontractors from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

Under penalties of perjury, Grantee certifies that _____ is its correct Federal Taxpayer Identification Number and that IRS Instructions have been provided for proper completion of this certification. I am doing business as a governmental agency.

Grantee certifies that it will comply with the Drug Free Workplace Act (30 ILCS 580).

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed by their duly authorized representatives.

Illinois Law Enforcement Alarm System
(Grantor)

McHenry County ESDA
(Grantee)

By: _____
James R. Page, Executive Director

By: _____
Name and Title

DATE: _____

DATE: _____

R E S O L U T I O N

**AUTHORIZING BUDGET LINE ITEM TRANSFERS IN THE LAW LIBRARY
FISCAL YEAR 2011 BUDGET**

WHEREAS, on October 20, 2009 the County Board of McHenry County, Illinois approved Ordinance #O-200910-42-060 increasing the Law Library Fee to \$18.00 per civil case filing from the previous rate of \$13.00 per filing established back in February, 2005; and

WHEREAS, the new fee has allowed for the Law Library Fund to handle all of its expenses including personnel, while continuing to rebuild its fund balance reserve; and

WHEREAS, the Court Administrator agreed at the beginning of this fiscal year to pay the Westlaw subscription for the Judges of the 22nd Judicial Circuit, the McHenry County State Attorney's Office, and the McHenry County Public Defender's Office from the Law Library Fund; and

WHEREAS, the Court Administrator also agreed to pay for legal publications from the Law Library Fee and has provided updated legal publications to the County Administration, the McHenry County State Attorney's Office, and the McHenry County Public Defender's Office; and

WHEREAS, at the time of these decisions, the fiscal year 2011 budget had already been approved, and no additional budget was provided to cover the increase in costs which have been previously paid from general fund dollars.

WHEREAS, the Court Administrator and County Administration are now requesting that budget line item transfers be approved in the fiscal year 2011 budget to cover the costs of subscriptions and a miscalculation of IMRF.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that a budget line item transfer of \$52,000 from OCA 420001-6810 (Law Library Fund – Fund Balance Enhancement) to OCA 420001-5210 (Law Library Fund – Publications) for \$50,000 and to OCA 420001-3110 (Law Library Fund – IMRF) for \$2,000 are hereby authorized; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Court Administrator; the Director of Purchasing; the County Auditor; the Associate County Administrator-Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

Memorandum

To: McHenry County Board Members
CC:
From: Dan Wallis, Trial Court Administrator
Date: 11/2/2011
Re: Law Library Transfer from Fund Balance to Publications



Over the past 2 years, McHenry County Law Library has been able to cut costs through automation and online publications. As such the fund balance enhancement for the law library has grown.

Upon agreement with Chief Judge Michael Sullivan and the Court Administrator, Court Administration agreed to pay for Westlaw access in full for the McHenry County State Attorney's Office and the McHenry County Public Defender's Office, in addition to paying for public access in the law library. No additional funding was provided to Court Administration. It was then decided with the assistance of an opinion from the McHenry County State Attorney's Office that the Law Library Fund could pay for Westlaw.

In addition, updated legal publications were provided to The McHenry County State Atty.'s Office, McHenry County Public Defender's Office and County Administration.

By this agreement, there was less of a burden on general fund dollars to pay for access to Westlaw and legal publications.

No additional budget was provided the Law Library. As a result, the line item for publications has been depleted and therefore it is necessary to transfer \$50,000 from the fund balance enhancement line item to publications.

Thank you for your continued support.

Respectfully,



James D. Wallis
Trial Court Administrator
22nd Judicial Circuit
McHenry County, Illinois

RESOLUTION

**AUTHORIZING A CONTRACT WITH NEW DAWN TECHNOLOGIES, INC. FOR JUSTWARE CASE
MANAGEMENT SOFTWARE AND AN EMERGENCY APPROPRIATION TO THE NON-
DEPARTMENTAL FISCAL YEAR 2011 BUDGET**

WHEREAS, on July 17, 2007, the County Board of McHenry County, Illinois approved Resolution R-200707-41-169 approving funding for the Circuit Clerk of Court to begin the process of creating a criminal justice information sharing framework that would allow for complete, accurate, timely and responsive sharing of data to meet the needs of the criminal justice community and those it serves; and

WHEREAS, in May, 2009 the McHenry County Circuit Clerk went live with the new software known as Integrated Court Information System and in February, 2010, Court Services went live with their new portion of the software known as Integrated Court Information System – release 2, bringing the County's criminal justice community that much closer to having a complete criminal justice information sharing framework; and

WHEREAS, under the approved time line created by the County Board and represented in the General Fund Financial Model, Court Administration and Information Technology are now ready to implement the next phase of the criminal justice information sharing framework project which includes the purchase and implementation of departmental software for the State's Attorney, Public Defender; and

WHEREAS, an RFP was issued in the summer of 2010 for this purpose, and New Dawn Technologies, 843 South 100 West, Logan, Utah, 84321 was the successful bidder at a total cost not to exceed \$1,537,500; and

WHEREAS, an emergency appropriation of \$1,537,500.00 from the General Fund reserves as reflected in the County's financial model is now needed to the fiscal year 2011 budget to allow for the posting of the purchase price of said software; and

WHEREAS, the Law and Justice, and Finance and Audit Committees recommend entering into this contract with New Dawn Technologies, Inc. and drawing from the General Fund reserves an amount not to exceed \$1,537,500.00 for said payment.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to direct the Director of Purchasing to negotiate a contract with New Dawn Technologies, Inc. at a cost not to exceed \$1,537,500.00 with the resultant contract to be reviewed by the States Attorney; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois, that an emergency appropriation in the amount of \$1,537,500.00 to OCA 900020-6050 (Non-Departmental – Computer Technology) fiscal year 2011 budget is also hereby authorized and is to be offset by a revenue budget line item entry to OCA 900020-9990 (Non-Departmental – Utilization of Fund Balance); and

BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution and resultant contract to the County Auditor; the County Administrator; the Information Technology Director; the Associate County Administrator - Finance; the States Attorney; the Public Defender; the Court Administrator; and the Director of Purchasing.

DATED at Woodstock, Illinois this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ
McHenry County Clerk



INFORMATION TECHNOLOGY DEPARTMENT

McHENRY COUNTY GOVERNMENT CENTER
2200 NORTH SEMINARY AVENUE
WOODSTOCK IL 60098
815-334-4138 FAX 815-334-4651

COVER MEMORANDUM

TO: Nick Provenzano, Chairman
Law & Justice Committee

FROM: Tom Sullivan, Director
Information Technology Department

DATE: October 3, 2011

SUBJECT: Resolution Authorizing a Contract with New Dawn Technologies, Inc. for JustWare Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget

Board/Committee Action Requested:

Approve Resolution Authorizing a Contract with New Dawn Technologies, Inc. for JustWare Case Management Software and an Emergency Appropriation to the Information Technology's FY2011 Budget.

Background:

While Integrated Justice had been on the radar for several years prior, the County Board adopted the Strategic Goal of Integrated Justice in May 2009. Much progress has been made toward this goal with the implementation of the Integrated Courts Information System (ICIS) R1, and the Integrated Courts Information System (ICIS) R2. The public safety system VisionAIR is also being implemented at this time.

Discussion:

Implementing departmental software for the States Attorney and the Public Defender are the next steps in the plan to fulfill the County Board Strategic Goal of Integrated Justice. An RFP was issued in summer 2010, with responses received in the fall. The software was evaluated by States Attorney and Public Defender representatives, and determined to be a good fit for their business work flows. Additionally, the software infrastructure works well with the existing County technology infrastructure, and integrates with existing VisionAIR and OnBase software.

New Dawn Technologies, 843 South 100 West, Logan, Utah, 84321 is the successful bidder at a total cost not to exceed \$1,537,500.00. New Dawn is providing the departmental software modules, and partnering with URL Integration, 9780 Mount Pyramid Court, Suite 250, Englewood, Colorado, 80112 to provide integration services.

Impact on Human Resources:

N/A

Impact on Budget (Revenue; Expenses, Fringe Benefits):

This contract will impact the 900020-6050 line item of the FY2011 Budget in the total amount of: \$1,537,500.00 and will be offset by utilization of fund balance.

Impact on Capital Expenditures:

This will be considered a capital expenditure.

Impact on Physical Space:

N/A

Impact on Other County Departments or Outside Agencies:

Significant impact to States Attorney and Public Defender.

Conformity to Board Ordinances and Policies:

This is the next step toward the County Board Strategic Goal of Integrated Justice.

Attachments/Appendices:

N/A

Cc: Peter Austin
Lou Bianchi
Mark Cook
Dan Wallis
Tiki Carlson

RESOLUTION

AUTHORIZING THE PURCHASE OF TELEVISION/SATELLITE EQUIPMENT AND A BUDGET LINE ITEM TRANSFER IN THE VALLEY HI NURSING HOME FY 2011 BUDGET

WHEREAS, when the new Valley Hi Nursing Home Facility opened its doors in January, 2007, it had been decided that basic "Direct TV" programming would be utilized to ensure that television reception/programs would be available to the residents; and

WHEREAS, recently the Valley Hi Nursing Home Resident Council has requested of the Valley Hi Administrator to research options for expanding the current television service to allow for additional programming; and

WHEREAS, after researching the subject matter, a review was discussed by the Resident Council and it was decided to go with NationSat, a company commonly used in Nursing Homes and Hospitals to offer ala carte programming options to meet resident/patient needs; and

WHEREAS, NationSat works with Direct TV, the current provider for Valley Hi television service and can meet the requested need as long as Valley Hi purchases the additional equipment at a cost not to exceed \$28,000 to provide two customizable channels for facility notification and movie programming; and

WHEREAS, with this change in television service, Valley Hi has the ability to improve resident quality of life, continue to listen to resident requests and take action, and be able to market to a younger Medicare eligible short-term rehab clientele who typically have more complex rehab needs which are reimbursed at a higher rate, who demand a more expanded television service.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that the Valley Hi Nursing Home Administrator is hereby authorized to purchase from NationSat the necessary equipment to expand the television service for the residents of Valley Hi Nursing Home at a cost not to exceed \$28,000; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that a budget line item transfer from OCA 610060-4245 (VH – Therapist Services) to OCA 610090-6040 (VH – Machinery & Equipment) in the amount of \$28,000 is also hereby authorized for the purpose of purchasing the necessary equipment to improve the television service for the residents at Valley Hi; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Valley Hi Nursing Home Administrator; the Director of Purchasing; the County Auditor; the Associate County Administrator- Finance; and the County Administrator.

DATED at Woodstock, Illinois this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ
McHenry County Clerk

COVER MEMORANDUM

TO: Valley Hi Operating Board
FROM: Thomas Annarella, Administrator Valley Hi
DATE: 11-1-2011
SUBJECT: Upgrade to the Direct TV system at Valley Hi

Board/Committee Action Requested:

To upgrade the Direct TV system for resident use for Valley Hi.

Background:

Valley Hi currently has a Direct TV system that has basic programming with 17 channels. The Resident Council has been asking for an expansion in the programming for some time. Valley Hi has researched possibilities for expanding the programming options and all options include the expansion of the rack system and addition of receivers. By selecting NationSat as our provider, Valley Hi will be able to add channels that have been selected by the residents and expand the channel options to 50 channels as well as allow for two channels controlled by Valley Hi. One channel will be dedicated to an informational channel which via computer we can upload photos of recent events, upload the activity schedule, as well as the daily menu. The channel will also allow for Valley Hi to post any other notice to residents and families that will be viewable on all the TV's throughout the building and in the lobby. The second channel will be a movie channel that will allow Valley Hi to broadcast movies throughout the building.

Discussion:

Valley Hi residents would like to see an expansion of the television programming offered in the facility. The expansion would allow for an improvement in resident's daily lives and also make the short-term rehab more marketable to the younger, more complex therapy cases which are a higher reimbursement from Medicare who demand television options beyond what Valley Hi currently offers.

Impact on Budget (Revenue, Expenses, Fringe Benefits):

Valley Hi would incur a one-time cost not to exceed \$28,000 applied to the contingency fund.

Impact on Capital Expenditures:

NONE

Impact on Physical Space:

NONE

Impact on Other County Departments or Outside Agencies:

NONE

Conformity to Board Ordinances and Policies:

Request presumed to comply with all applicable policies and ordinances.

Attachments/Appendices:

NONE

cc: County Administrator

RESOLUTION

AUTHORIZING NUNC PRO TUNC A JOINT AGREEMENT WITH THE U.S. DEPARTMENT OF THE INTERIOR/U.S. GEOLOGICAL SURVEY FOR WATER RESOURCES INVESTIGATIONS AND AN EMERGENCY APPROPRIATION TO THE FISCAL YEAR 2011 GROUND WATER RESOURCE DIVISION BUDGET

WHEREAS, on January 16, 2007 the County Board of McHenry County, Illinois approved Resolution R-200701-12-004 authorizing the adoption of a federal legislative program that included seeking federal assistance for the development of a comprehensive and multi-year Ground Water/Storm Water Strategic Protection Plan; and

WHEREAS, after several discussions at the Natural & Environmental Resource Committee, the Water Resources Manager was given the direction to enter into a Joint Funding Agreement with the U.S Department of the Interior/U.S. Geological Survey on November 8, 2010 for the maintenance of near real-time presentation of water levels, and the collection of selected water-quality parameters for 41 wells and stream flow at two (2) streamgages at Franklinville Creek at Franklinville and the Kishwaukee River near Marengo on the USGS National Water Information System and a county-specific web site, herein called the program; and

WHEREAS, the Joint Agreement covers the period of October 1, 2010 to September 30, 2013, with the U.S. Department of the interior contributing \$129,350 towards the project and the County of McHenry contributing \$141,110 for said project; and

WHEREAS, the U.S. Department of Interior is now requesting the funds for their contribution of work completed during fiscal year 2011, which has brought to the attention of the Water Resource Manager, the Planning & Development Director and the County Administrator that the agreement was never brought forward to the County Board, and therefore no budget was established to allow for the contribution; and

WHEREAS, it is the recommendation of the County Staff that this agreement be approved Nunc Pro Tunc and that an emergency appropriation be requested in the fiscal year 2011 budget to allow for the agreed upon contribution by the County.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that the Joint Funding Agreement for Water Resources Investigations with the U.S. Department of the Interior/U.S. Geological Survey for the period of October 1, 2010 to September 30, 2013 is hereby authorized Nunc Pro Tunc; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that an emergency appropriation of \$106,110 is also hereby authorized in the fiscal year 2011 budget to OCA 100030-6001 (Water Resources – Groundwater Resources Project) and is to be offset by a revenue budget line item entry to OCA 100030-9990 (Water Resources – General Fund Utilization of Fund Balance) for the purposes of funding the County's remaining share of the Joint Agreement over the period of October 1, 2010 to September 30, 2013; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Water Resources Manager; the Director of Planning & Development; the County Auditor; the Associate County Administrator-Finance; and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

COVER MEMORANDUM FOR BOARD ACTION

TO: Scott Breeden, Chairman, Finance and Audit Committee

FROM: Cassandra McKinney, Water Resources Manager, Planning and Development

CC: Dennis Sandquist, Kenneth Koehler, Peter Austin, Ralph Sarbaugh, Mary McCann

DATE: November 3, 2011

**SUBJECT: Resolution for the Joint Funding Agreement with the U.S. Department of the Interior/
U.S. Geological Survey.**

Board Committee Action Requested:

Approval of the Resolution authorizing the Joint Funding Agreement with the U.S. Department of the Interior/ U.S. Geological Survey.

Background:

Since the early 1990's, McHenry County has recognized the link between sound groundwater management and sustainable economic growth. In 1997 the County completed a geologic study of the County and in 2006 the County completed the Groundwater Resources Management Plan highlighting impending water shortages. In 2007, the County hired a Water Resources Manager. In 2008, the County received \$595,000 of Federal Cost Share with the United States Army Corps of Engineers to install a county-wide observation well network equipped with real-time data loggers which record the hourly changes in groundwater levels. In 2010, the County received an additional \$280,000 in Federal funding from the United States Department of the Interior/United States Geological Survey. This funding was utilized to install real-time telemetry on the County's existing observation well network (41 wells), to install two stream gauges, and to collect baseline water quality data from these observation wells. This joint funding agreement fulfills the County's obligation under the agreement with the U.S. Department of the Interior/ U.S. Geological Survey.

This project has facilitated the real-time sharing of groundwater levels with planners across the county. Over time, it will allow for timely management decisions to be made regarding dropping water levels in our aquifers as well as decisions regarding rising water levels in our surface waters leading to flooding or recreational hazards. This project is also essential to refining our knowledge of base flood elevations for the County's stormwater management team. This joint funding agreement provides the funding necessary for the maintenance of the real-time telemetry equipment, observation wells, and the stream gauges. The funding also maintains a publicly accessible website hosting all the real-time data. Finally, the funding provides for field verification of data by USGS staff as well as data corrections by a professional Hydrologist.

Discussion:

This joint funding agreement fulfills the County's obligation under the agreement with the U.S. Department of the Interior/ U.S. Geological Survey. This project has not been budgeted for.

Impact on Human Resources, Capital Expenditures, or Physical Space:

This project has a positive impact on human resources as reduces the amount of staff time to collect data from the 41 observation wells and then post-process it in the office. There will be no impact on the number of personnel in our department, the space utilized by our department. This project requires an additional capital expenditure above the previously budgeted dollars for water resources scientific research.

Impact on Budget Revenue, Expenses, Fringe Benefits:

This joint funding agreement fulfills the County's obligation under the agreement with the U.S. Department of the Interior/ U.S. Geological Survey. The total project cost is \$141,110 of which \$35,000 is available in the department budget. The attached emergency appropriation is to provide the remainder of the required funding.

Attachments:

Resolution
Joint Funding Agreement

7960

Form 9-1366
(Oct. 2005)U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement

Page 1 of 2
 Customer #: 6000001700
 Agreement #: 11E4ILNE0000017
 Project #: GCIINE00E6M0000
 TIN #: 36-6006623
 Fixed Cost Agreement Yes No

FOR
Water Resources Investigations

THIS AGREEMENT is entered into as of the 1st day of October, 2010, by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the McHenry County Government, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation the maintenance of near real-time presentation of water levels, and the collection of selected water-quality parameters for 41 wells and streamflow at 2 streamgages at Franklinville Creek at Franklinville and Kishwaukee River near Marengo on the USGS National Water Information System and a county-specific web site, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.00.

(a) \$129,350 by the party of the first part during the period
October 1, 2010 to September 30, 2013

(b) \$141,110 by the party of the second part during the period
October 1, 2010 to September 30, 2013

(c) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.

(d) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.
7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

Form 9-1366
continued

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement

Customer #: 6000001700
Agreement #: 11E4ILNE00 00017
Project #: GCIINE00 E6M0000
TIN #: 36-6006623

- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered quarterly. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

U.S. Geological Survey
United States
Department of the Interior

McHenry County Government

USGS Point of Contact

Customer Point of Contact

Name: William Morrow
Address: 1201 W University Ave Ste 100
Urbana IL 61801-2347
Telephone: 217.328.9725
Email: wsmorrow@usgs.gov

Name: Cassandra McKinney
Address: 2200 N Seminary Ave
Woodstock IL 60098
Telephone: 815.334.4213
Email: c1mckinney@co.mchenry.il.us

Signatures

Signatures

By Douglas J. Veski Date 10/1/2010
Name: Douglas J. Veski
Title: Director, USGS Illinois Water Science Center

By [Signature] Date 10/8/2010
Name:
Title:

By _____ Date _____
Name:
Title:



United States Department of the Interior

U. S. GEOLOGICAL SURVEY
Illinois Water Science Center
1201 West University Avenue, Suite 100
Urbana, IL 61801-2347
(217) 328-8747
Fax: (217) 328-9770
<http://il.water.usgs.gov>

November 3, 2010

Ms. Cassandra McKinney
Water Resources Manager
McHenry County
McHenry County Government Center
2200 North Seminary Avenue
Woodstock, Illinois 60098-2637

Dear Cassandra:

Enclosed is the Joint Funding Agreement for the maintenance of near real-time presentation of water levels, and the collection of selected water-quality parameters for 41 wells and streamflow at 2 streamgages, and a county-specific web site for three years. If you have any questions, please feel free to contact me at (217) 328-9706 or via email at djyeskis@usgs.gov

We look forward to our continued relationship on this project!

Sincerely,

Douglas J. Yeskis
Director, USGS Illinois Water Science Center

Enclosure



United States Department of the Interior

U. S. GEOLOGICAL SURVEY
Illinois Water Science Center
1201 West University Avenue, Suite 100
Urbana, IL 61801-2347
(217) 328-8747
Fax: (217) 328-9770
<http://il.water.usgs.gov>

October 1, 2010

Mr. Kenneth Koehler
County Board Chairman
McHenry County
2200 North Seminary Avenue
Woodstock, Illinois 60098

Dear Mr. Koehler:

Enclosed are two originals of the Joint Funding Agreement (JFA) for the period October 1, 2010 through September 30, 2013. The agreement covers the maintenance of near real-time presentation of water levels, and the collection of selected water-quality parameters for 41 wells and streamflow at 2 streamgages at Franklinville Creek at Franklinville and Kishwaukee River near Marengo on the USGS National Water Information System and a county-specific web site. The table below reflects the program and costs per Federal Fiscal Year (October through September). The agreement provides for an expenditure of \$129,350 to be provided by the U.S. Geological Survey and an expenditure of \$141,110 to be provided by McHenry County.

McHenry County - USGS Funds for FY 2011-2013								
	2011		2012		2013		Totals	
	McHenry	USGS	McHenry	USGS	McHenry	USGS	McHenry	USGS
Groundwater	\$15,810	\$14,300	\$16,700	\$15,100	\$33,100	\$24,450		
Surface Water	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500		
Water Quality	\$35,000	\$35,000	\$0	\$0	\$0	\$0		
TOTALS	\$64,310	\$62,800	\$30,200	\$28,600	\$46,600	\$37,950	\$141,110	\$129,350

If you concur, please sign and date the JFAs and return one to this office as soon as possible. We appreciate your interest in the cooperative program. Should you have any questions, please contact William Morrow at (217) 328-9725.

Sincerely,

Douglas J. Yeskis
Director, USGS Illinois Water Science Center

Enclosure

RESOLUTION

IDENTIFYING WORK CONTRACTS TO INSTALLMENT PURCHASE AGREEMENTS

WHEREAS, the County of McHenry, Illinois (the “*County*”), is a county and unit of local government of the State of Illinois (the “*State*”) operating, *inter alia*, under and pursuant to the following laws:

1. the Counties Code (the “*Counties Code*”),
2. the Local Government Debt Reform Act of the State of Illinois (the “*Debt Reform Act*”), and in particular, the provisions of Section 17 of the Debt Reform Act (the “*Installment Purchase Provisions of the Debt Reform Act*”); and
3. all other Omnibus Bond Acts of the State

In each case, as supplemented and amended (collectively, “*Applicable Law*”); and

WHEREAS, the County Board (the “*Corporate Authorities*”) previously adopted Ordinance Number O-200811-12-075 (the “*Ordinance*”), on November 6, 2008, and entitled:

AN ORDINANCE of The County of McHenry, Illinois, authorizing and providing for the issuance of not to exceed \$4,500,000 Debt Certificates, Series 2008, evidencing interests in an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for the County, and providing for the security for and means of payment under the Agreement and the Certificates.

WHEREAS, the Ordinance provides that Work Contract, as defined therein, shall be identified to the Agreement, as defined therein, so as to permit the disbursement of Certificate proceeds, as defined therein, for the purpose of making payments on such Agreements; and

WHEREAS, it is the purpose of this Resolution to provide identification of Work Contracts to the Agreement.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois as follows:

Section 1. Incorporation of Preambles. The Corporate Authorities hereby find that the recitals contained in the preambles to this Resolution are true, correct, and complete and do incorporate them into the Resolution by the reference. This Resolution (“*Resolution*”) does hereby incorporate by reference the definitions, terms, and provisions of the Ordinance.

Section 2. Procedure for Identification. Contracts (“*Work Contracts*”) have been or shall be awarded, from time to time, by the Corporate Authorities for the acquiring of certain Real Property; and the Corporate Authorities represent and covenant that each Work Contract has been or will be let in strict accordance with Applicable Law and the rules and procedures of the County for same. In Section 3 of this Resolution, as follows, or pursuant to ordinance or resolution previously or to be duly adopted, the Corporate Authorities have previously or shall identify all or a designated portion of each Work Contract to the Agreement. This Resolution

and any such other ordinance or resolution has been or shall be filed of record with the Clerk and the Treasurer. The adoption and filing of any such ordinance or resolution and the Work Contracts with such officers shall constitute authority for the officer or officers of the County to make disbursements from the Project Fund under the Ordinance to pay amounts due under such Work Contracts from time to time, upon such further resolutions, orders, vouchers, warrants, or other proceedings as are required under Applicable Law and the rules and procedures of the County for same. No action need be taken by or with respect to the contractors under the Work Contracts as, pursuant to the Installment Purchase Provisions of the Debt Reform Act, the Treasurer acts as Nominee-Seller of the work on the improving, acquiring and constructing certain County Roads and Infrastructure for all purposes, enabling the issuance of the Certificates.

The Work Contracts so identified on this Resolution are on file for review in the County Administration and Purchasing Departments of the County and represent the total payouts of the debt issuance for the projects and therefore close the projects.

Section 4. Superseder and Effective Date. All resolutions, and orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded; and this Resolution shall be in full force and effect upon its passage and approval as provided by law.

BE IT FURTHER RESOLVED, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Auditor; the County Clerk; the Treasurer; the Purchasing Director; the Associate County Administrator – Finance and the County Administrator.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

Section 3. The Work Contracts.

The following Work Contracts are hereby identified to the **Property Acquisition Project** agreement:

Brief Description of Work Contracts	Name of Contractor	Contract Amount
Purchase of Klehm Property	County of McHenry	\$3,779,500.00
Purchase of Cardinal Bank	Heritage Title Company	\$700,576.00

Summary:

Bond Proceeds	\$4,480,000.00
Premium On Bond Issuance	\$28,415.50
Bond Issuance Costs	-27,828.00
Total Funds Received	\$4,480,587.50
Refund on R/E Taxes	\$24.22
Interest Earned – 2009	\$741.25
Interest Earned – 2010	\$6.98
Interest Earned – 2011	\$.37
Total Funds Available	\$4,481,360.32
2009 - Funds Expended	-\$4,473,906.41
2010 - Funds Expended	-\$5,590.92
2011 - Funds Expended	-\$1,862.86
2011 – Transfer to close	-\$0.13
Balance	\$0.00

RESOLUTION

**AUTHORIZING APPROVAL OF THE McHENRY COUNTY
2012 ANNUAL ACTION PLAN FOR HUD PROGRAMMING**

WHEREAS, McHenry County, with a threshold population in excess of 200,000, is an “Urban Entitlement County” and therefore receives direct annual funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs and other special grants from time to time; and

WHEREAS, to maintain compliance with said grant programs, McHenry County is required to submit an Annual Action Plan that guides grant programming through measurable goals and objectives; and

WHEREAS, the Community Development Division developed the 2012 Annual Action Plan working with local subrecipients and subgrantees between August and September prior to drafting the 2012 Action Plan, a formal comment period between October 7, 2011 and November 9, 2011 on the proposed draft plan and a public hearing on October 25, 2011; and

WHEREAS, the 2012 Annual Action Plan addresses objectives as presented in the County’s Five Year Consolidated Plan effective year 2010 through year 2014 per HUD requirements.

NOW, THEREFORE BE IT RESOLVED, by this County Board of McHenry County, Illinois that the Community Development Division is hereby directed to submit the 2012 Annual Action Plan to HUD for review and compliance purposes; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit a certified copy of this resolution to the County Administrator, and the Director of Planning and Development.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ
McHenry County Clerk



McHenry County, Illinois

2012 ANNUAL ACTION PLAN

Year Three

of the

**Five-Year Consolidated Plan for
Housing and Community Development**

DRAFT FOR COMMENT/REVIEW

October 11, 2011 through November 9, 2011

Date of Submittal (to be): November 15, 2011

**Community Development Division
McHenry County Department of Planning and Development**

2012 Annual Action Plan

Approved by the McHenry County Board for Submittal:

Date to be determined

Prepared by:

Community Development Division

McHenry County Department of Planning and Development

2200 North Seminary Avenue

Woodstock, Illinois 60098

*NOTE – This is a DRAFT form of the 2012 Annual Action Plan. Comments are solicited for a period of 30 days from the general public, County Commissions and McHenry County Board. The Draft will be updated based on applicable public comments and recommendation from the County Commissions and McHenry County Board and submitted to the US Department of Housing and Urban Development (HUD) Region V Office. To view certifications to be attached to the plan upon final submission, please reference the 2011 Annual Action Plan or contact the Division office for a printed copy.

McHenry County Community Development Block Grant Commission

McHenry County Housing Commission

Maryanne Wanaski, Deputy Director

Community Development Division Administrator

Sarah Ciampi

Community Development Coordinator

Faith Taylor

Community Development Specialist

David Watkins

Inspector/Procurement Officer

2012 Annual Action Plan

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Executive Summary

Introduction

The U.S. Department of Housing and Urban Development (HUD) has designated McHenry County an “Urban County.” As such, the County receives annual grants from the federal government, namely the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) in order to provide financial support for municipalities, housing, economic and service providers throughout the County. In 2012, the County anticipates receiving approximately \$985,000.00 for the Community Development Block Grant Program and \$450,000.00 for the HOME Investment Partnerships Program. In addition, the County is slated to receive just slightly less than \$1 million for programs addressing homelessness managed by the Continuum of Care, and will continue the administration of the Neighborhood Stabilization Program (NSP) and Homeless Prevention Rapid Re-housing Program (HPRP) and Community Development Block Grant-Recovery (CDBG-R) American Recovery and Reinvestment Act (ARRA) grants.

As part of the grant administration process, the County develops a Five-Year Consolidated Plan that directs the analysis and prioritization of needs as related to housing and community development. The 2010-2014 Consolidated Plan includes seventeen (17) objectives; it will be the goal of the County to fund projects that deliver outcomes for sixteen (16) objectives, whether it is immediate or through phased impact through the implementation of the 2012 Annual Action Plan (herein referred to as the “Plan”). Specific program changes for both the CDBG and HOME programs that directly relate to the ability to meet Five-Year Consolidated Plan objectives will be addressed in Section Twelve of the Plan. A brief discussion related to the continuance of NSP, HPRP and CDBG-R programming in the County is part of Section Eleven.

Due to the delay in releasing the federal budget, the County is currently contracting for 2011 CDBG projects, and as such, will not make 2012 CDBG allocations until the calendar year. It is anticipated that the 2012 CDBG application round will run January through April 2012. The new application round structure implemented for 2011 was highly successful and will be continued for the upcoming programming year. The HOME 2011 application round runs October through December, which includes the application round, review, and allocations, with contracting to begin in January. Hence, the HOME 2012 round will begin in Spring of 2012. The new application processes implemented in 2011, to be continued in 2012, are outlined in Section Twelve of the Plan. Because allocations are not already made, the County is formulating planning initiatives based on current community needs and priorities that were not addressed in prior years of the current Consolidated Plan cycle, or that were targeted per the Consolidated Plan. The Plan will be approved prior to allocations; therefore, the direction of the Plan guides the allocation determinations. Upon actual obligation of the funds, the County will issue one 2012 Plan amendment per each Program to reflect the specific project obligations and future pipeline projects that are eligible for immediate allocation and obligation at the point funds are available.

Objectives and Outcomes

HUD recognizes three general objectives (decent housing, suitable living environment, and economic opportunity) along with three outcome categories (availability/accessibility, affordability, and sustainability) as applicable to the grants. The County administers programming that furthers these goals while maintaining regulatory compliance. It will be the goal of the County to address sixteen (16) of the seventeen (17) of the objectives presented in the Consolidated Plan during the Plan year, with priority objectives to be completed in 2012 outlined in Section Four of the Plan. Please reference the "Summary of Specific Annual Objectives" (Table 3A) documented in the Attachments Section.

Evaluation of Past Performance

Year Two of the Five-year Consolidated Plan of 2010-2014 will be formally evaluated and discussed in detail through the completion of the Consolidated Annual Performance and Evaluation Report (2011 CAPER). In 2011, the County implemented several programming changes, resulting in more efficient administration and expenditure of grants. Overall, the County grant programs are now in compliance with HUD statutory requirements and regulations. In 2011, the Division administered a record twenty-seven (27) CDBG projects and twenty-two (22) HOME projects, equaling almost two million dollars worth of expenditure.

The Community Development Block Grant program has been brought into total compliance one year since sanctions were levied on the County from HUD. This included the implementation of contract deobligation measures, or balance sweeps from stalled, non-compliant, or completed projects and reallocation of funds to ensure continuous grant activity. The addition of the contingency allocations for the 2011 grant round, along with selection of shovel-ready and large sale infrastructure and facility projects net significant improvements to the administration of the program. Contract draw requirements, construction deadlines, and enhanced pre-project development including extensive project evaluations, preconstruction meetings, and regular inspections have led to the success of the CDBG program once again in the County. Prior to receipt of the 2011 grant funds from HUD, the County ratio was the lowest in history at 0.72. As of October 1, 2011 the ratio was already in the 1.4 range, in compliance one month before the conduct of the HUD ratio test despite not being able to execute contracts until late July and early August due to the late passage of the federal budget and receipt of funds. Again, the changes to the program proved significant in maintaining required compliance. As of October 1, 2011 the County has contracted with two (2) contingency allocations, and will continue to use deobligated funds towards contingency project allocations. The Service and Administration caps are now in compliance, and as general projects, funds remaining will be deobligated and reallocated accordingly prior to the 2012 round if applicable, or made a part of the 2012 round allocations.

The HOME Program continues to be developed to meet HUD compliance. In 2011, the CHDO Reserve was repaired, and a revised CHDO certification application was issued to bring the

CHDO requirements of the HOME program into regulatory compliance. The County continues to work with technical assistance to resolve previously identified monitoring issues related to the establishment of group homes and subsequent rental structures. Income verification issues have since been corrected. The County successfully met required expenditure targets from HUD to avoid a loss of HOME funding, and is currently in compliance with all required obligation dates for previous grant years. The Division is working to provide an update to recently approved HOME evaluation criteria in an effort to provide a targeted evaluation approach based on the populations served through each NOFA, and is also carefully drafting underwriting standards based on local County comparables. The rehabilitation of the HOME program in 2011 netted more than \$900,000.00 in HOME fund expenditures.

Special Grant Programs

The County was the recipient of Neighborhood Stabilization Program (NSP) Round One Funding for \$3,085,695.00, and was able to meet all of the obligation requirements for the grant. In May the County assumed responsibility for the day to day operations of the NSP program including construction management and sales. A total of fifteen properties had been purchased with the funding of the program for sale and rent for persons between the AMI of 30% and 120% AMI. For a complete status of the original purchased properties, please reference Section Eleven. The County is in the process of partnering with local nonprofit entities to establish rental programs for use of the properties to benefit those at 50% or below of AMI for the required period of affordability of fifteen (15) to twenty (20) years as determined. The NSP grant also afforded the County the opportunity to begin to work with local municipalities in assisting in the development of affordable properties through fee waiver programs. Finally, more than 200 contracts were issued for construction work, a majority issued to local contractors through the County's local general contractor as a result of the NSP program. Contractors also used local distributors and manufacturers thus resulting in an impact to the local economy as a result of the NSP program.

Two ARRA grants are administered through the County. One, Community Development Block Grant-Recovery (CDBG-R) has been allocated to the Village of Wonder Lake for the Thompson Road Watermain Improvements Project in the amount of \$353,648.00. The project is complete and in final monitoring and billing; the balance of remaining funding will be deobligated and reallocated as outlined in Section Eleven. Additionally, the County oversees four agencies in the administration of the Homelessness Prevention Rapid Re-housing Program (HPRP) grant of \$540,732.00. The grant has continued to serve residents in danger of becoming homeless, and has met all required expenditure targets. As a result of monitoring in 2011, funds from the HPRP grant were re-allocated among participating agencies in order to direct funding towards those persons and activities of greatest need.

Process Management and Citizen Participation

Summary of Lead Organization Capacity

The Community Development Division of the McHenry County Department of Planning and Development serves as the lead agency for the administration of the County federal grant programs from HUD. The Division is organized follows:



The Division houses two Commissions that are responsible for making funding recommendations and community development and housing policies and procedures for the County to the Planning and Development Committee of the McHenry County Board:



On average, the County works with twenty subrecipients a year to execute program funding. The Division is responsible for program monitoring, and has executed a series of outreach initiatives including offering more inspection services to assist subrecipients in the administration of projects and to ensure that project work is being completed in a necessary, cost reasonable, and efficient manner, in addition to trainings for the entire County related to working with federal grant requirements such as prevailing wage and procurement practices. Through the Housing Commission, the Division also works to affirmatively further fair housing in the County, and will embark on a series of educational programs related to housing practices

and policies. Division staff has the experience of two urban planners with land use and community development concentrations, as well as degrees in finance and economics, three staff persons that are trained in HUD's environmental review processes, a specialist for HUD reporting, and an inspector to oversee construction related activities and evaluate projects on a regular basis including Davis Bacon and federal procurement monitoring. Staff is continually trained in HUD programs, including certifications as applicable. The services of contracted outside parties and a part-time administrative assistant, along with an additional County inspector are used from time to time as needed. Additionally, the Division has a working relationship with the County Auditor's office to implement sound financial management and oversight, and County Stormwater Division to monitor and evaluate infrastructure projects.

Summary of Citizen Participation

McHenry County's goal for citizen participation is to ensure a broad participation of County residents and local jurisdictions, housing, economic, and service providers in the planning and implementation of community development and housing programming. In addition to the various trainings that are offered to all County residents and businesses, the public is engaged in the process of executing the grants through the two Commissions, and public information or comment sessions at large.

For the development of the 2012 Action Plan, the Division held a public comment meeting September 9, 2011, and an open period of comment August through September 2011 to engage the public and interested entities prior to completion of the draft document. Comments submitted at the public meeting or via mail and e-mail to the Division by organizations and general public are summarized as follows:

Habitat for Humanity: The organization expressed gratitude to the County for the funds previously available, and the direction of Division staff in implementation of new programs and projects for Habitat, particularly related to HOME. Habitat also anticipates continuation of the A Brush With Kindness Program, a CDBG funded program in the County that rehabilitates Habitat homes and others across the County for low-income person. The organization believes the owner-occupied rehabilitation program to be important to the County

Pioneer Center: The organization commended Division staff for efforts in meeting the CDBG spend-down ratio and in executing a record number of projects to bring the program back into HUD compliance, among other endeavors. Pioneer noted operations at capacity, including waiting lists illustrating the need for low income persons and those with disabilities, and therefore identified the following objectives as being priority: development, acquisition, and rehabilitation of units for low-income households, emergency or transitional housing facilities, development of modification of housing for persons with special needs, funding for supportive service agencies to increase capacity and efficiency, rehabilitation of public facilities, and funds for job training or job creation activities for low-income households. Further, Pioneer highlighted the need for the County to develop a ten-year plan to end homelessness, maintenance of the

County homeless management information system (HMIS), and continued operations of the Continuum of Care Committee.

Turning Point: The organization commended Division staff for the changes to the CDBG Program and the work completed from the 2011 Annual Action Plan. Turning Point noted an increase in cases of domestic violence, sometimes attributable to the current economy, and therefore requests attention to projects related to the special population of the County. Additionally, the organization requested support for woman owned business (also referred to as Woman Business Enterprises, WBE) certification, and for use once again of the CDBG emergency funding pool that once benefitted Turning Point and Family Alliance, that could be of benefit to others given the current economy and unforeseen circumstances.

Transitional Living Services: The organization urged for making the needs of homeless veterans a priority in planning for the grants and documented that during the County's one-day homeless point-in-time count, 51 of total 182 persons counted as homeless were reported to be veterans.

Continuum of Care Committee: The committee requested that grant planning include financial resources or staff support to achieve the following objectives: creation of a ten-year plan to end homelessness, development of a year round emergency shelter, support of the operations of a fully functioning Continuum of Care Committee, and maintenance of the homeless management information system (HMIS).

Summary of Comments

An additional public comment period will be held October 11, 2011 through November 9, 2011. Additionally, a public hearing is scheduled for October 25, 2011 at 10:00AM at the McHenry County Administration Building, 667 Ware Road, Woodstock, Illinois in Suite 207, Room F, Community Development Division Conference Room. Division staff will also seek direct input from local jurisdictions and previously funded subrecipients. Upon conclusion of the comment period and hearings, the Plan will be updated accordingly prior to submittal to HUD; those comments will be outlined in this Section of the Plan, and addressed as components of the Plan as applicable.

Federal, State, and Local Resources

New Grant Funding

McHenry County anticipates receiving the full grant amount available under the Community Development Block Grant Program for 2012, estimated at \$985,000.00 dollars based on previous grant amounts and the current economy and budgeting processes. Additionally, the County estimates receiving \$450,000.00 dollars in HOME funds. The County does not anticipate any additional funding, nor is aware of any pending HUD programs applicable to the County.

Reprogrammed Funds

As the County continues to bring CDBG and HOME programs into compliance as related to regulation and timeliness of obligation and expenditure, funds are continually reprogrammed to projects that are prepared for execution. Each year, at the conclusion of the program year, unspent funds under the CDBG Service and Administration caps will be reprogrammed towards general projects approved under the 2011 CDBG contingency allocations. Further, the County will continue the practice of deobligating and reprogramming funds across contracts that are not meeting contracted timelines for progress and expenditure. All 2010 Service contracts expired October 15, 2011, and all 2011 Service contracts expire December 31, 2011; any balance of funds remaining are swept after financial records are closed. The County anticipates that all funds reprogrammed and deobligated from contracts will be reallocated to contingency projects prior to the 2012 CDBG round given the level of funding needed for contingency allocations. Should any balance remain either due to an overage, or refusal from contingency allocation holders due to infeasibility, it will be made part of the 2012 CDBG allocation round.

The CDBG-R program was monitored this past summer and fall, and subsequently, funds will be available after final billing and monitoring is complete. These funds will be reprogrammed to use towards other project-ready infrastructure projects in the County in conformance with ARRA regulations and the CDBG-R grant objectives. This reprogramming may alleviate some of the funding burden of the contingency allocations referenced above. Project allocated funds from CDBG-R are required to be "shovel-ready" and complete expenditure prior to September 2012. The County may also combine CDBG-R funding with a CDBG contract, or phase CDBG contracts to achieve the most financially feasible and project-efficient scenario for allocation and expenditure. Please reference Section Eleven for more details.

Program Income

At this time, no program income is anticipated from CDBG and HOME. McHenry County has primarily given grants or forgivable loans that do not, as a matter of course, generate program income. Should the County be using a low-interest loan structure as part of the HOME program, funds generated will be targeted towards either homebuyer or tenant programs as outlined further in the priority activities of this Plan. Any program income generated by CHDO's considered as CHDO proceeds under HOME will remain with the specific organization. Program income has been generated from the sale of NSP homes. These funds will be used for future acquisition and rehabilitation under the program, as discussed further in Section Eleven. The County has not made any final plans for NSP grant program income held at the conclusion of the NSP Program as HUD has not made any regulations regarding the funds to date. Pending HUD decisions, the County would use the remaining program income to develop a similar program to be administered by or in partnership with the Community Development Division as previously outlined in the 2011 Action Plan, or reprogram funds to CDBG programming if eligible.

Other Federal Funds

The McHenry County Housing Authority (MCHA) receives Federal Grants for Section 8 Tenant-Based Assistance. The 2011 total number of vouchers was 947. The MCHA also receives direct subsidy for 23 single family homes that they own. These homes are rented to families who qualify for rental subsidy.

An allocation of \$17,660,050.00 in 9% tax credits under the State of Illinois funding was combined with other private and federal sources, and McHenry County HOME dollars from Program Years 2007 and 2009, expended in 2011 for the Senior Residences of Lake in the Hills, a 92 unit development, of which 21 units are designated as County-HOME units.

During 2011 two entities applied for 9% tax credits under the State of Illinois allocation. (Results of this funding have not been released by Illinois Housing Development Authority (IHDA), but if released prior to submission will be reflected here.)

The Continuum of Care receives annual funding via the Super-NOFA process and in 2011 anticipated over \$800,000 in funding from HUD.

Please note: McHenry County does not receive HOPWA or ESG funding as part of its Urban County Entitlement Funding.

Resource Leveraging Capacity

The allocation of federal HUD funds is essential to McHenry County subrecipients. Most agencies, municipalities and not-for-profit groups depend on funds from more than one source. The availability of HUD funds allows subrecipients to use federal funding to leverage additional state, local and private resources to accomplish projects of greater magnitude than what could be done with local funding only.

Previously, the CDBG Program required a local match of 20% on the dollar for federal funds. Due to the current economy and limited resources of organizations, the County is no longer requiring the local match. Additionally, many projects under CDBG had been stalled due to lack of match, and as such, the elimination of the match in Program Year 2011 proved successful in project implementation. As such, the local match requirement will be waived in 2012 CDBG project applications.

The HOME program statutorily requires at least a 25% match for projects except Community Housing Development Organization (CHDO) operating expenses and administration/planning projects. McHenry County asks each subrecipient and sub-grantee to contribute the required 25% match. Source and amount of match is reported for each project on a quarterly-basis and may include donations of materials or labor, the use of volunteers to help administer the project, or funding from state or local grants. The County will continue to derive match for the HOME Program through a unique part of the NSP grant home purchase process as applicable, in addition to working with local municipalities to waive permit fees. To date, three jurisdictions have participated in the fee waiver program to assist in the development of affordable units. Additionally, the County has identified new partnerships for development including for-profit developers that have the ability to partner with nonprofits or independently leverage other financing resources such as low percent loans and other tax credits.

The Division staff is currently working with the Housing Commission to identify other financial leveraging resources, and continues to work with local banking institutions to understand the benefits of participating in County programming, particularly in conjunction with HOME and NSP activities. Additionally, the County administers a Senior Grants program that benefits local service agencies that provide services for seniors in the County.

Annual Objectives

Summary

The annual objectives for McHenry County are summarized in Table 3A in the Attachments Section. It is anticipated that in 2012 the County will address sixteen (16) of the seventeen (17) total objectives as presented in the Consolidated Plan, and one to two Economic Development specific objectives. A large part of the project evaluation process for both the CDBG and HOME programs will be the correlation to objectives, as many of the objectives need to be addressed in the third year to continue towards phased completion by 2014. Additionally, the County will focus on the following objectives specifically based on the requests of the public and Commissions and evaluation of past performance:

The following are numbered as presented in the Five-Year Consolidated Plan; specifically stated and referenced in Table 3A-Attachments:

Objective 1: Fund the development or acquisition/rehabilitation of rental units for extremely-low, very low, low-income or elderly households.

HOME/CDBG program funds should be used to either develop or leverage resources of other projects that create at least ten (10) new rental units

Objective 2: Fund the rehabilitation of housing units occupied by extremely-low, very low, low-income or elderly homeowners to meet County's Rehabilitation Standards.

HOME/CDBG program funds should be used to either develop or leverage resources of other projects that rehabilitate seven (7) units of housing

Objective 3: Fund emergency repairs to housing units occupied by extremely low, very low, low-income or elderly homeowners.

CDBG program funds should be used or leveraged with additional funding sources to rehabilitate seven (15) units of housing

Objectives 6-8: Homelessness continues to become a developing problem in the County. The HPRP grant does not have the capacity to provide for enough shelter and transitional living for the number of homeless persons in the County. As such, the objectives related to funding additional facilities and beds are of key importance to the County. A lead organization or partnership will be required to solidify the efforts of creating either a proposed year-round emergency shelter or provide for additional beds. Additionally, the County will continue to assist in the capacity of the Continuum of Care and the course of developing a Ten-

Year Plan to end homelessness through coordination of Division staff and the Housing Commission, and Continuum resources.

Objective 15: Fund infrastructure improvements projects that benefit households of low and moderate-income areas.

The County should continue to support the funding of infrastructure projects that benefit a large number of households in low-mod income areas. However, funding will need to be directed at the actual full completion of infrastructure improvements, not smaller scope funded projects as in time the initial funding will serve no benefit if an entire infrastructure project is not completed. As such, the County should consider the phasing of projects over a period of years through 2014.

Other Objectives

Objective: EDO-3-Economic Development

Provide funds for job training, applicant screening, underwriting applications, referral and/or placement of low-income applicants for employment.

The County should target resources in achieving said economic programs to benefit 50 persons.

Objective: EDO-1-Economic Development

Fund job creation or retention activities

The County should target resources in achieving said economic programs to benefit 50 persons; funds may be specifically towards assisting economic programs that benefit low-income persons also designated as part of special populations including the disabled.

Eligible Activities and Programming

As part of HUD’s performance measurement system, the County of McHenry categorized its 5-year objectives and projects into the 9 Block Grid (see HUD’s March 7, 2006, Federal Registrar Notice on Performance Measurement Systems). Table 3C includes an objective/outcome abbreviation, identifying the designation for each project. An explanation of the HUD National Objective and Outcome Categories is summarized below.

The three National Objective Categories are:

1. Create Suitable Living Environments - activities designed to benefit communities, families, or individuals by addressing issues in the living environment.
2. Provide Decent Affordable Housing – housing activities designed to meet individual family or community needs that are not part of a broader effort.
3. Create Economic Opportunity – activities related to economic development, commercial revitalization, or job creation.

The three National Outcome Categories are:

1. Availability/Accessibility – activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income people, including persons with disabilities.
2. Affordability – activities that provide affordability in a variety of ways in the lives of low- and moderate-income people.
3. Sustainability (promoting livable or viable communities) – projects where the activity or activities are aimed at improving communities or neighborhoods.

The following table lists outcome statements for each possible combination of outcome and objective:

Table of Outcomes and Objectives

	Outcome 1: Availability/ Accessibility	Outcome 2: Affordability	Outcome 3: Sustainability
Objective DH: Provide Decent Affordable Housing	Accessibility for the purpose of providing decent housing DH-1	Affordability for the purpose of providing decent housing DH-2	Sustainability for the purpose of providing decent housing DH-3
Objective SL: Create Suitable Living Environment	Accessibility for the purpose of providing a suitable living environment SL-1	Affordability for the purpose of creating a suitable living environment SL-2	Sustainability for the purpose of creating a suitable living environment SL-3
Objective EO: Create Economic Opportunities	Accessibility for the purpose of providing economic opportunities EO-1	Affordability for the purpose of providing economic opportunities EO-2	Sustainability for the purpose of providing economic opportunities EO-3

The County is conducting the allocation of the CDBG projects for year 2012 between mid-January 2012 when applications will be made available, through March or April 2012 when allocations are officially made by the McHenry County Board. After completion of the 2011 HOME round this fall and winter, 2012 HOME allocations will begin in Spring of 2012. After each round of allocations is made, a substantial amendment to the Action Plan will be submitted to reflect specific projects.

CDBG

The County will place project selection emphasis on projects that meet the specific criteria of objectives per the Five-Year Consolidated Plan. The County recognizes the continued decline in the current economy and resulting deficiencies in public infrastructure, housing and employment and access to services for the residents. As such, funding priorities are derived to meet urgent need situations, particularly those that if neglected result in additional economic hardships. In 2012, it is anticipated that the service cap will be funded at approximately

\$90,000.00. A priority for infrastructure projects, urgent facility repairs, economic development, and emergency rehabilitation for housing has been recognized as priority eligible programming for the County.

Per the new CDBG allocation round guidelines, potential applicants were requested to submit construction and economic development projects for review. The general items that will be considered for application include:

Infrastructure: Flooding mitigation including stormwater improvements; water treatment facilities; road construction; water/sewer improvements

(General projects) Facilities: Major structural repair; life and health safety improvements such as mold remediation; accessibility improvements

Economic Development: Microenterprise assistance; business expansion opportunities to create low-mod jobs; training and outreach programming

Housing: Homeowner occupied rehabilitation for low-mod income persons to meet standards for which premises are structurally sound, weatherproof, clean and sanitary, and otherwise meet the definition of safe, decent, affordable housing including adequate heating, potable water, and adequate space for sleeping.

All CDBG projects will be evaluated, scored, and prioritized using criteria points related to the health, safety and welfare of persons, in addition to evaluating the performance of subrecipient maintenance of structures, facilities, and previous or potential CDBG investments.

Health, safety, and welfare, also referenced as wellbeing, is defined as in providing minimum conditions which are essential to good health in promoting or making a safe, sanitary, and fit for human habitation or use environment. Conditions resulting from contributing environmental elements such as repeated flooding events, poor air or water quality, or life-threatening or endangering code violations and or infrastructure situations are detrimental to the health, safety, and welfare of persons, and therefore the highest of priority.

Maintenance is defined as in keeping equipment or structures in proper condition through routine, scheduled, or anticipated measures without having to significantly alter the structure or equipment in the process. This generally means keeping equipment or elements of structures in proper working order or taking steps to prevent failure or degradation.

HOME

The County has brought the CHDO reserve into compliance via an increase in the Program Year 2010 HOME CHDO Reserve allocation made in the Summer of 2011. Further, funding from the HOME Program will be used for projects that leverage an increased capacity of unit development through new construction and/or rehabilitation benefiting more persons in the 30%AMI to 60%AMI range in the County. HOME funding will be structured in the form of either forgivable, or low-interest loans. The Housing Commission established a basic review criteria for HOME project evaluation and underwriting, and has worked with Division Staff and HUD to create a revolving application structure that addresses different HOME project types through different allocation rounds so that HOME programming is continually in use through the year. The County will seek to fund more acquisition type projects for leveraging purposes. As new census data is released, the County will update evaluation criteria to reflect project priorities as related to the County's changing demographics. It is desired that HOME activities correlate with the Action Plan goals, and, as related to location, in corridors as identified per the mapping of this Plan, or as identified by the NOFA. Lastly, the Division anticipates use of a standard project underwriting criteria for single-family and multi-family developments to be employed for the 2012 funding round, and will make recommendations for project priorities based on the results of the current 2011 Program Year round that runs September 2011 through December 2011 including application and allocation.

Priority Activities

CDBG

The following activities have been identified as priority activities for funding due to the apparent urgent need based on public comment, progress of phased infrastructure projects benefitting health, safety, and welfare, previous CDBG application review, or evaluation of current population conditions and needs related to housing and the economy:

Pioneer Center (current entity) - \$35,000.00 funding for Homeless Management Information System (HMIS) including system maintenance, staff, and required reporting

Village of Union – funding of additional phased construction of drinking water compliance project (ION treatment facility) to remediate unsafe drinking water issues in the Village and surrounding area; the project will benefit an estimated 420 homes and major local manufactures and businesses

Village of McCullom Lake – funding of additional phased construction to complete drainage system improvements on East side to remediate substantial and unsafe flooding issues in the Village; the project will benefit an estimated 220 homes

Pioneer Center/McHenry County Community Homes – Towerview Apartments rehabilitation to remediate substantial code violations

McHenry County Housing Authority, Habitat for Humanity, other organizations as applicable – Homeowner occupied rehabilitation/emergency rehabilitation

Continuum of Care – seed funding for a plan to end homelessness in conjunction with applicable Continuum planning

HOME

HOME funds will continue to be targeted to projects meeting the requirements of the current NOFA, however, the following priorities are recommended for consideration:

McHenry County Community Homes, Habitat for Humanity, other organizations and developers – acquisition, rehabilitation, or construction of units for low-income persons

Organization to be determined – funding to support development of a year-round shelter should an organization or developer entity take such initiative

Proposed Activity

CDBG

In addition to focusing on sixteen (16) objectives as outlined in Table 3A, the 2012 Action Plan encourages funding economic development activities such as services that provide necessary job training, outreach efforts to market available technical assistance, applicant screening, review and underwriting application for assistance and management of funded activities and the screening, referral and placement of applicants for employment. Additionally, funding to support current job programs benefiting low-income or special needs population individuals are a priority.

HOME

Aside from basic development funding, the County should focus on the resurrection of the first-time homebuyer program, to be administered by Division staff or an outside agency, or consider the creation of a tenant-based rental assistance program modified to provide assistance in shorter durations such as six, nine, or twelve months, and to be administered by Division staff or an outside agency.

Geographic Distribution

Summary

The population of low/mod benefit persons is distributed about the County, with certain areas of high concentration in larger municipalities and near transit, while other areas lack access to services and transit. As such, projects are distributed about the County in correlation with the spatial distribution of the population with the best ability to serve low/mod areas. The first map that follows indicates the 2011 HUD estimates of Low/Mod areas of the County; it does not reflect the new census data from the 2010 census. Income verification surveys were completed for the Village of Island Lake and Wonder Lake. The City of Marengo attempted completion of an income survey, but due to lack of citizen participation, targeted project areas could not be certified. The Village of Lakemoor anticipates completion of an income survey at the end of 2011.

The second map represents desired areas for future HOME allocations based on access to economic interests and transit opportunities for affordable and mixed-rate housing developments that exist currently, or are planned for in the County's 2030 Consolidated Plan and as previously used in the 2011 Action Plan. These targeted areas remain unchanged. Unit development is also desired in infill areas of major municipalities or areas with connectivity to necessary services. Projects with increased density that have a reduced impact on natural resources or follow green building and site plan principles in relation to location are preferred. Additionally, the housing stock, as dispersed through the County, should remain diverse based on the population needs and provide for balanced communities.

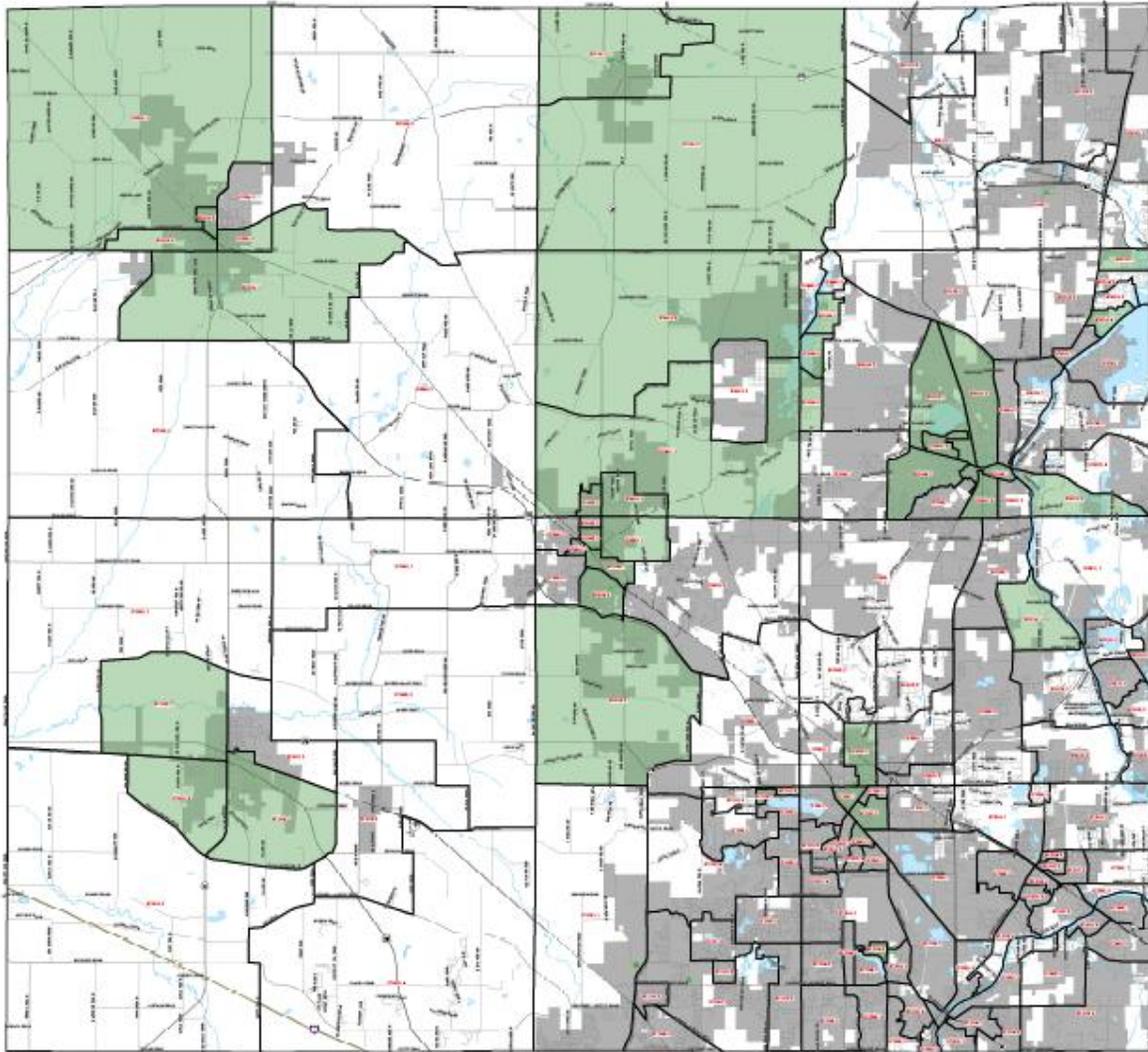
The final map illustrates key opportunities for economic development, which transitions to identifying areas that impact infrastructure and economic development programming through CDBG funding. The current and future industrial corridors identify geographically necessary connections between jobs and access to housing stock that supports the needs of major employers. HOME projects will be planned to include employer-assisted or workforce housing initiatives in these areas.

Population Statistics

The U.S. Census data compiled in the national 2010 census and currently in release, has not been made available in relation to the needs of this plan. Upon availability, the data will be incorporated accordingly either prior to final submission or represented in the 2011 CAPER. Additionally, in the conduct of the County Analysis of Impediments, County population data based on the new census and forecasts will be reported in connection with fair housing analysis and used to assist in general grant planning.

Previous population analysis of 2008 indicates Latinos and other minorities are localized in small residential areas scattered among the many municipalities. The geographic distribution of concentrations (over 500 persons per census tract) of Hispanic/Latino persons by census tract are located in and around Harvard, central and southwest Marengo, north, central and south Woodstock, southwest McHenry, north side of Crystal Lake and the Huntley/Lake in the Hills area. Asian persons were the second largest minority group increasing to an estimated 2.6 % in 2008 for McHenry County. The Huntley/ Lake in the Hills area has the five highest populations by census tract and the only high concentration (over 150 persons per census tract) of Asian persons in the County. The Black/African American population concentrations (over 75 persons per census tract) are located on the north side of Woodstock and in the Huntley/Lake in the Hills area. Some of these locations of minority concentration coincide with areas of low/mod income, but the minority populations in and around Huntley/ Lake in the Hills are not in a low/mod income area. Also areas of low/mod income exist in the County and do not have a concentration of minority persons. No recent information (i.e. American Community Survey 3-Year Estimates) is available that correlated income and minority populations by census tract, hence it could not be determined if any racial or ethnic group has a disproportionately greater need in comparison to the needs of a particular income category. Upon release of new census data, the County will re-evaluate the demographics and distribution per population of the County as outlined above.

Map One – Low/Mod Eligible Block Groups



*Green shaded areas indicate low-mod census tracts based on HUD

McHenry County Low Mod Eligible Block Groups, 2011 HUD Estimates

Map Two – Housing, Economic, Transit Corridors (future)

Corridor Assessment Base Map: McHenry County Future Land Use Map (partial display)

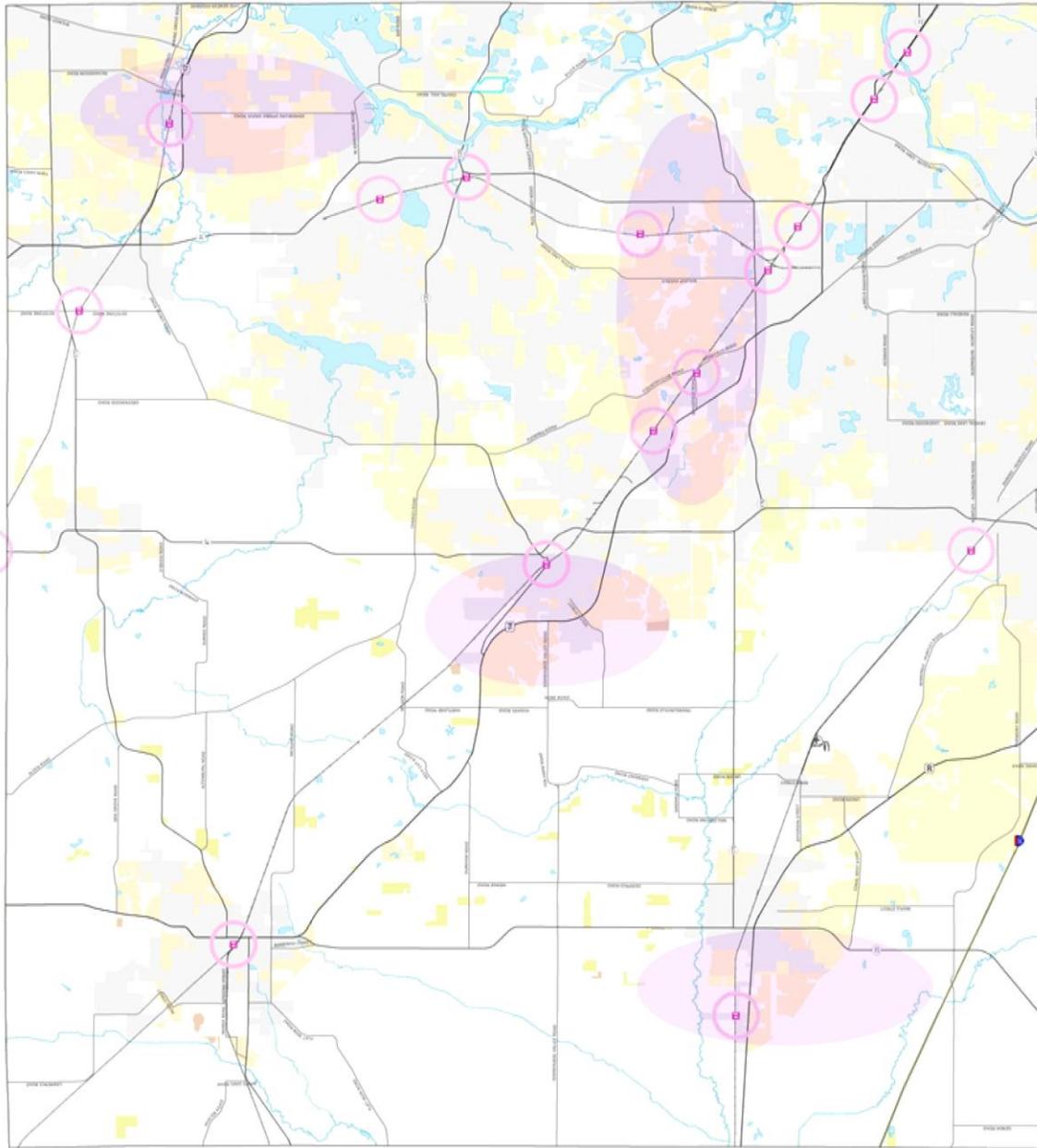
Source:
McHenry County 2030 Comprehensive Plan
Adopted April 20, 2010

- Estate (1 - 5 acre lots)
- Residential (<1 acre lots)
- Isolated Estate Developments
- Isolated Residential Developments
- Mixed Use
- TOD Existing Station
- TOD Future Station
- Incorporated Areas
- Water
- Impact Housing, Economic, Transit Corridors (Future)

Isolated Residential and Estate Developments are mapped for reference and are not to be used as precedent for future zoning requests.



1 inch = 1 mile



Map Three - Economic Development Corridors

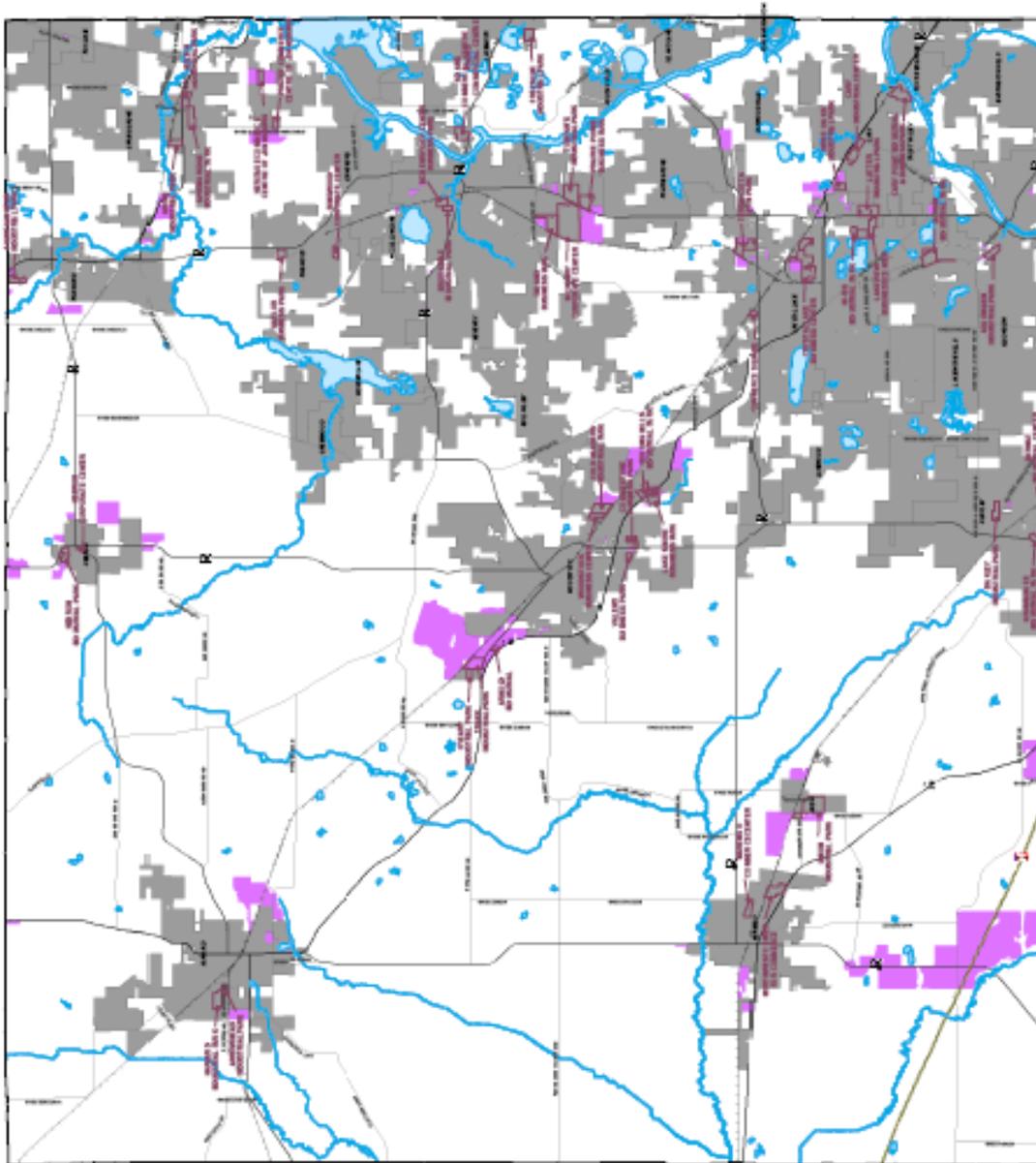
McHenry County Future Land Use Office/Research/Industrial

Source:
McHenry County 2030 Comprehensive Plan
Adopted April 20, 2010

- Legend
- county
 - city, village
 - industrial parks
 - Office/Research/Industrial
 - agricultural
 - Water

Isolated Residential and Estate Developments
are mapped for reference and are not to be used
as precedent for future zoning requests.

1 inch = 1 mile



Annual Affordable Housing Goals

Affordable housing is classically defined as housing costs equaling no more than thirty (30%) of income. The County is also in the process of identifying means to attribute transportation costs as part of the overall affordability index, especially considering the lack of transit options currently operating in the County. Table 3B, located in the Attachments' Section, highlights affordable housing goals for 2011. Specifically, the County has increased the target number of units to assist homeless, non-homeless, and special needs populations from previous years in order to meet the goals of its five year plan. Moreover, the County is sweeping unused funds from stalled CDBG and HOME projects from previous funding years to provide for housing activities that benefit the aforementioned populations, in addition to current rental stock rehabilitation.

The McHenry County Housing Commission will evaluate current housing stock and demographic conditions to determine the scope of a formal housing plan for the County, with specific content directed towards affordable unit development. Besides direct project evaluation criteria as related to the number of affordable units, HOME projects will be evaluated based on means of connectivity to economic, transit, and service centers, netting an overall more affordable lifestyle for residents in the County. The Division, Housing Commission, and McHenry County Board will review best practices for affordable housing planning and development implementation as part of a comprehensive housing planning process.

Additional information on affordable housing is included in Table 3B (attached). Also the McHenry County Housing Authority has a Section 8 Rental-Subsidy Program that includes rent vouchers to very low-income households and/or a contract with a landlord to subsidize the rent so that the tenant can afford to pay a portion of the rent. The County is also directing the resources of the Homeless Prevention, Rapid Re-housing (HPRP) Program towards sustaining housing affecting those that are in danger of or are homeless. The County Continuum of Care entity has begun implementation of plans in restructuring the methods of the time in place count and reporting for the homeless including bi-annual counting and efficient organization, and as such, the County anticipates a better assessment of the total homeless population in need of affordable units, and thus the County, Continuum of Care, and Housing Authority will work to establish practical housing goals when netted more information. It is anticipated other organizations will form partnerships to work towards sustaining supportive and transitional housing unit development. The County will target the NSP program, as further outlined in Section Eleven to assist in meeting affordable unit goals.

Section Eight

Public Housing

McHenry County's public housing agency is the McHenry County Housing Authority (MCHA). The County's public housing consists of rental housing owned by MCHA and funded under HUD's Public Housing Program. Public housing was obtained with HUD funds and also receives funds to operate the housing. The MCHA also owns 23 single-family homes countywide that have subsidized rents (approximately 30% of the renter's income). The McHenry County Housing Authority has a Resident Advisory Board who gives their input to the annual plan. To encourage residents to consider homeownership, residents are directed to the Corporation for Affordable Homes of McHenry County and Consumer Credit Counseling Service to receive financial assistance, counseling and education. MCHA is currently designated as a troubled housing authority by HUD and is working with HUD staff and technical assistance providers to remedy HUD concerns.

Federal funding for public housing, Section 8 rent subsidies, and privately owned federal- or state-assisted housing has progressively declined over the last 30 years. The federal program to construct new public housing ceased in the 1960s. Federal funds to operate this type of public housing have diminished. Federal contracts with landlords for Section 8 rent subsidy have shorter terms, and rent vouchers to individual households have also been limited. HOME and CDBG funds, the Illinois Rental Housing Support Program and the federal Low Income Housing Tax Credit Program all have continued to decline or are no longer available to the agency or others supporting agency efforts due to the economy. The Housing Authority is available as a resource to leverage vouchers as they become available per Requests for Proposal (RFP) by project owners, and will be assisted by the County in promoting the application and use of vouchers when applicable. During 2012, the County and Housing Authority will work to pair the allocation of HOME funds and project based-vouchers through NOFA and RFP processes for more cohesive development opportunities in the County that benefit high priority housing needs.

The McHenry County Housing Authority intends to service 23 subsidized affordable housing units with their capital improvement plan with an estimated cost of \$40,000.00 in 2011. The site improvements will include exterior repairs, weatherization, kitchen, bath and appliance upgrades to promote energy efficiency as well as health, safety rehab standards.

Homeless and Special Needs

In addition to the oversight of the HPRP grant referenced in this Plan, the County proposes to use HOME funding to address specific objectives related to homeless, including the planning for services and actual bed and transitional housing units in an effort to end chronic homelessness. No organizations to date have expressed an interest in taking the lead role in development of such a facility, however, it is a priority goal of the Continuum of Care Committee and thus, will continue to be an option for HOME fund use should an application be presented.

In addition to the CDBG and HOME funding to McHenry County, the Continuum of Care receives funding for projects to remediate homelessness in the County.

The Continuum of Care has included the following general goals in their comprehensive plan:

1. Immediate utilization of existing agencies that are involved in homeless activities;
2. Strengthening the homeless related activities and services of these agencies;
3. Examining, on an on-going basis, the gaps in coverage of existing programs;
4. Assisting in the development of facilities and programs to address these gaps;
5. Promoting the development of homeless prevention activities;
6. Working to maintain and then increase the level of permanent supportive housing facilities and services; and
7. Work on developing outreach activities and linkages between agencies in order to effectively reach the chronic homeless and then provide or refer them to the appropriate housing and supportive services.

The Continuum is in the process of developing a new strategic plan and initial programming to develop a Ten-Year Plan to end homelessness. Additionally, a new project ranking and new Super-NOFA subcommittee was created within the structure of the Continuum to provide for more focused work on specific goals and strategies. The latest ranking criteria was used in assisting in review of the bonus project applications. This ranking will be evaluated and amended as necessary in 2012 for use as part of the 2012 round. After completion of the 2011 NOFA application round, including the submission for renewal and bonus project funding, the Continuum will focus on adequate restructuring including the development of bylaws, and membership procedures and requirements. In previous planning, the Continuum of Care

strategy (currently being updated) addressed action steps to assist individuals and families with children that were homeless as outlined below:

- Set up regular meetings with providers of housing to homeless households with children to develop a Continuum endorsed strategy, within the next 12 months, ensuring that the necessary supportive services and assistance in finding PH housing is being provided to these clients in order that they can successfully attain and maintain permanent housing.
- Convene regular meetings with service providers to develop, within the next twelve months, a Continuum-endorsed plan, including information/referral, on-going outreach activities and immediate access to housing, to provide immediate assistance to unsheltered homeless households with children.

The County will continue to work with the Continuum to merge the above into a plan to also assist individuals and families with children at imminent risk of becoming homeless through use of HPRP funds or perhaps tenant based rental assistance programs, and increased access to supportive services and assistance, and a regular procedure for intake of such families.

The Division and Housing Commission will work more closely with the Continuum to generate project work as related to the specific homeless objectives identified in this Plan.

Special needs populations that are not homeless such as victims of domestic violence are served through specific objectives in the Action Plan, Items 10 through 13. Further, it has been a tradition that CDBG emergency funds often times assist seniors and the frail elderly, groups that are typically not capable of getting necessary services and maintenance work for their dwelling units on their own. Additionally County HOME and CDBG funds are used to develop and rehab units for disabled and special needs persons in the County on an annual basis.

The Continuum indicated a total count of 203 homeless persons reported including 43 children, 25 families, 51 veterans, and 22 victims of domestic violence. Thirty-three (33) total people were reported as chronically homeless. The Continuum had previously identified a plan to create seven (7) new permanent beds for the chronically homeless in 2011 in conjunction with Corporation for Affordable Homes of McHenry County's (CAHMCO) State of Illinois NSP grant that included acquisitions. Because the current status of the project is undetermined, the County will assist development as applicable with HOME and NSP funds as allowed and outlined herein this Plan. The County will also continue to work with Pioneer Center to increase the capacity of the PADS program in the County.

Section Ten

Barriers to Affordable Housing

While a more in-depth discussion of barriers to affordable housing is included in the Five-Year Consolidated Plan, it is important to note current barriers to affordable housing in the County that will be assessed or acted upon in 2012. Zoning, the high cost of land and construction and the lack of public financing incentives to reduce these costs have been identified as major barriers to affordable housing. The County is currently completing an Analysis of Impediments, anticipated to be completed in Spring 2012, thus this plan along with the review work of the Housing Commission's Legislative Committee in reviewing local zoning ordinances will result in recommendations for comprehensive residential zoning practices that promote a diverse housing stock attentive to the needs of affordable development and fair housing issues. While affordability/income is not identified directly as a protected class under the Fair Housing Act, the County recognizes the interchangeable nature of fair housing and affordability issues, and therefore will evaluate conditions accordingly when appropriate. The Committee will continue to monitor compliance within the County as related to the Illinois Affordable Housing Planning and Appeals Act. The Analysis of Impediments also will serve as a basis for new analysis of census data in the County, and therefore a more complete analysis of populations affected by grant programs. In the interim period of completion, the Division will work with the Housing Commission and County Board to implement policies and procedures that address impediments identified in the previous study, and enact final policies and procedures based on the final Analysis of Impediments Action Plan. The Education Committee of the Housing Committee will also research tools for the planning and development of affordable housing to present as best practices throughout the County.

The County has submitted an interim action plan to address impediments to the Regional Office of Fair Housing, serving as a guide for related activities until the new Analysis and subsequent Fair Housing Action Plan is completed. The County has also formulated fair housing reporting procedures and engaged the assistance of various levels of local government and nonprofit agencies. Further, all recipients of HOME and CDBG funding are required to comply with affirmative marketing efforts.

Additional Grant Programs

The County administers three grant programs that are aside from the traditional CDBG and HOME scope of the 2011 Action Plan.

Community Development Block Grant-Recovery (CDBG-R)

The CDBG-R grant provides funding to projects eligible under the traditional CDBG program, but includes ARRA provisions requiring the use of American-made products, labor requirements, enhanced reporting and contracting requirements, and is generally geared towards projects that are deemed shovel-ready and promote economic growth through temporary or permanent construction jobs. As previously discussed in this Plan, additional funds will be available after completion of the currently obligated CDBG-R project in the Village of Wonder Lake. The County will deobligated the remaining fund balance, and allocate funds towards an infrastructure project that is deemed shovel-ready for the purposes of meeting the required grant expenditure deadline in 2012. Additionally, infrastructure projects are congruent with the previous Action Plan amendment for the CDBG-R grant. CDBG-R funds may also be used to complete a proposed phase of a currently contracted or contingency CDBG infrastructure project, that in turn will assist in mediating the current funding limits of the CDBG grant.

Neighborhood Stabilization Program (NSP)

The NSP grant provides for the acquisition, rehabilitation, and sale of foreclosed homes in the County in an effort to stabilize neighborhoods that would otherwise face decline due to property value decreases from foreclosures. For every property sold as part of the program, the County will continue the cycle of acquisition and rehabilitation for the duration of the program, and that funds are available. The program mandates that at least twenty-five percent of the funding be used to house persons at 50%AMI or less. As such, the County has incorporated the use of HOME funds with NSP to make the sale and rent of such units financially feasible considering the context of high taxes and fees in the County. Buyers of NSP homes are required to participate in credit counseling courses to become stable homeowners. NSP homes benefit several demographics and are dispersed throughout, though high-risk foreclosure areas are predominately located in the southeast and east sections of the County. The County previously worked with the Corporation for Affordable Homes of McHenry County (CAHMCO) as the developer entity, however, CAHMCO was no longer able to continue NSP operations and thus the Division assumed full responsibilities of the program as of May 2011. Additionally, the County continues to contract with Consumer Credit Counseling Services to execute marketing

and counseling portions of the NSP Program. Below is a table indicating the status of each of the fifteen (15) properties originally acquired under the grant:

Property Address	Status
377 Pierson St., Crystal Lake	Rental with CAHMCO until Nov. 31; reverts back to County for sale
807 Division St., Harvard	Under contract, will close in October 2011
7504 Maple Dr., Wonder Lake	Sold
315 Country Ln., Algonquin	Sold
103 Palisades Ln, Oakwood Hills	Sold
9609 Witchie Dr., Fox River Grove	Sold
7520 Salem Rd., Wonder Lake	Sold
1030 Wimbledon Dr., Island Lake	Sold
234 1 st St., Woodstock	Sold
11003 Myrtle, Huntley	Sold
1109 Hayes, Harvard	Complete, for sale
703 Lincoln, Harvard	Minor construction (exterior improvements), for sale
650 Dartmoor, Crystal Lake	Major construction, for sale later winter, early spring
376 McHenry, Woodstock	Minor construction, Designated rental, pending contract sale with nonprofit
1365 Geringer, Algonquin	Minor construction, Designated rental, awaiting contract with potential nonprofit

CAHMCO was also the developer entity responsible for the administration of NSP funds from the State of Illinois grant through the Illinois Housing Development Authority (IHDA), and said funds were to be targeted towards a rental development to benefit local County social services agencies and members of the Continuum of Care. Due to the current unknown status of the grant as it stands with IHDA, the County will target the use of the NSP program income towards the development of more rental units as applicable and available.

Homeless Prevention Rapid Re-housing (HPRP)

HPRP is one of several grant programs created under Title XII of the American Recovery and Reinvestment Act of 2009 (ARRA). The HPRP funds provide assistance for people who would

otherwise be homeless if not for the assistance of this program, mostly due to financial crisis, or people that are currently homeless. Funds can be used to provide rental payment assistance, security deposits, utility payments, moving costs, and motel/hotel vouchers in the event homeless shelters are full. The HPRP program requires case management for assessment of financial needs prior to receipt of financial assistance. Also, the HPRP program allows legal assistance and credit counseling services. The program guidelines require McHenry County to work closely with the Continuum of Care Committee for information currently registered in the Continuum of Care sponsored Homeless Management Information System. Further, the County partners with the McHenry County Housing Authority, Consumer Credit Counseling Services, Prairie State Legal, and Pioneer Center for the execution of the grant. Division Staff oversees the HPRP program. Both the Continuum of Care and the Division report to HUD on program progress throughout McHenry County.

Section 3, MBE/WBE Programming

The County is in the process of developing a certification program for Section 3 businesses in the County to encourage local hiring of low/mod income persons. A registry of Section 3 businesses will be available on the County website for reference by subrecipients. Additionally, the County seeks to expand the capacity of Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) by creating a registry of such businesses based on State of Illinois and comparable local certifications. For both Section 3 and MBE/WBE, the County is developing a formal policy for such business preferences as part of the procurement process.

Lead Based Paint

The incidence of elevated blood levels from lead-based paint has decreased in the past 10 years. However, it is generally assumed that the oldest housing units and those with the lowest value or having the lowest rents are likely to still have lead-based paint hazards. The Five-Year Consolidated Plan has a more detailed discussion of lead-based paint and the plan contains an estimate of 45,000 units in the County that meet the old and low value/rent criteria and therefore potentially may have lead. The McHenry County Health Department includes lead testing whenever blood tests are necessary. If elevated blood lead levels are found in persons who are low income, they are referred to the McHenry County Housing Authority who has funding to address lead-based paint hazards. McHenry County's Rehabilitation Standards require compliance with state and federal regulations. Agencies receiving grants through the County are monitored for compliance with these standards. Additionally, County inspectors working with HUD programming are certified under the new EPA lead paint laws known as Renovation, Repair, and Painting Program (RRP). Going forward, the County will partner with the Housing Authority and County Health Department to increase public outreach and knowledge related to lead-based paint, include lead-based paint safety during tenant-landlord workshops, track lead-abatement efforts, and ensure lead-safety information is distributed and available as necessary. Additionally for any projects to dwelling units built before 1978, the County requires lead testing

and if necessary abatement prior to the onset of project work. In 2011, the County treated eleven (11) homes for lead contamination, and will continue to conform with EPA and State requirements. Further, homes are tested for lead and upon remediation, tested using an approved clearance test method to ensure safe habitability.

Mold

The County has actively engaged best practices for inspection in the detection and treatment of mold in residences and commercial structures in the County. In 2011, the County remediated three (3) homes for mold; said structures passed a subsequent required clean air test. In 2012, the County will maintain this pro-active approach in detecting and remediating mold in the County.

Poverty

The County's primary anti-poverty strategy is based on the premise that it may be able to alleviate the impact of poverty on families by increasing affordable housing units and financial resources for affordable housing development combined with services to address the special needs of the low-income population. To enhance the adaptability of financing mechanisms normally used for affordable development, the County will ensure that HOME and CDBG funds used for development activities will serve as a leveraging resource rather than a primary resource of funding. The County has begun to establish relationships with banking CRA entities so that more households and developers have access to stable financing options thus also reducing the impact of poverty.

The focus of the County's Continuum of Care group, and as identified as a priority need is to draft a ten-year plan to end homelessness and access social service gaps that would otherwise address poverty.

Gaps and Underserved Needs

The following Gaps and Action remain as unmet per the Consolidate Plan:

Gap: The Homelessness Continuum of Care system needs more resources. There is no permanent, year-round emergency shelter. There is lack of agency participation and funding for training and licenses to enable more agencies to utilize the Powman Communication Network (PCN). Insufficient inter-agency coordinated case management hinders the ability to identify and engage the chronically homeless and to link them to mainstream programs.

Action: Exploration continues to create one or more year-round emergency shelter facilities. The CoC plans to utilize federal homelessness stimulus funds passed through the state to retain staff for the information system. McHenry County's HPRP funds and Five Year Consolidated Plan for 2010-2014 include objectives addressing these gaps. An organization or partnership of organizations will need to be established in

taking the lead on the development of an emergency shelter; organizations will need to leverage additional funding.

Fair Housing

As previously described in Section Ten of the Plan, Fair Housing issues as a result of completion of the Analysis of Impediments is a priority for the County in order to maintain compliance and utilize funding for the purpose of the grants. In September 2011, the County formally approved an allocation of HOME administration funds to be used in the completion of a new Analysis of Impediments. Contracting with the selected firm is currently underway. It is anticipated that the Analysis will be completed in the Spring of 2012, and will provide a Fair Housing Action Plan, in addition to key census analysis and forecasting. The Division and Housing Commission also worked to create a Fair Housing Complaint reporting system, in using established HUD reporting forms and developing a guide for reporting methods and complaint tabulation. The County has partnered with the townships, Housing Authority, local nonprofits and municipalities and the State's Attorney's Office to provide County residents with the means to report fair housing complaints. The County will gather complaints and forward them to the Region V office. Finally, the County adopted an affirmative marketing plan, and requires all grant funding recipients to either present a plan for approval, or adopt the County's plan as a condition of receiving funding. In Spring of 2012, the Housing Commission will host a fair housing education event series targeting elected and municipal offices, and residents, landlords, real estate and banking professions timed with the release of the new Analysis of Impediments.

Foster and Maintaining Affordable Housing

Please reference Section Seven of this report as related to affordable housing goals. To encourage the development of affordable housing, the County has released NOFA's targeted at a broad range of housing stock types and populations served in line with the goals as presented in this Plan. Further, through the County's Action Plan and previous executed activities, the County places a priority on owner occupied rehabilitation programs geared towards maintaining the affordable stock in the County. Additionally, in 2012 the County will work with entities towards acquisition of more units of existing housing to add to the affordable stock of the County during a Spring release of the 2012 NOFA. Please reference tables 3B and 3C for additional information.

Institutional Structure

McHenry County's institutional structure and coordination is described in detail in the Five-Year Consolidated Plan. In summary, the Community Development Division of the Department of Planning and Development is responsible for overall planning, administration and monitoring of the HUD grants made directly to the County. Two Commissions support HUD programming. The CDBG Commission composed of governmental officials, citizens and not-for profit service agencies, is an advisory commission that meets monthly to oversee the execution of grant programs, with a specific focus on the CDBG grant, however, the County Board is currently considering restricting of the Commission to avoid current and potential conflicts of interests as related to funding decisions, and seeks to construct voting and ex-officio blocs of the Commission. The Housing Commission is composed of government officials, housing industry representatives, housing and service providers and the general public, and is divided into a voting bloc and ex-officio bloc to utilize the capacity of certain professionals while preventing conflict of interest issues. Further, the Housing Commission works with development of the HOME program grant, and three sub-committees meet monthly to execute educational and legislative programming to further the understanding of best practices, policies, and planning for housing in the County.

The Continuum of Care also meets monthly on projects and issues related to the homeless. The McHenry County Housing Authority has a 7-member commission appointed by the McHenry County Board. The MCHA implements public housing projects and a variety of other programs related to low-income people and housing needs.

Community Development Block Grant (CDBG)

The Community Development Block Grant Program of the County is in program compliance one year after sanctioning from HUD. The new application round procedures included a pre-application period in which educational trainings were held for subrecipients, and project reviews and initial onsite inspections were conducted prior to application to ensure cost reasonableness, and provide feedback to organizations related to project development. Applications include evaluation criteria so that organizations are aware of the value of each content area. Actual project evaluations were completed by staff using the criteria and with respect to the goals of the Consolidate Plan and Annual Action Plan; assessments were provided to the applicant and Commission in a staff report prior to the project hearings and final allocation.

New to the CDBG program is the use of contingency allocations, whereby funds are allocated to projects above the available level of funding, so that in the event funds are available as a result of increased grant funding or deobligation, contracts can be immediately issued to eligible projects pending financial feasibility for completion. General construction projects were also required to be completed prior to October 15, 2011 as part of an effort to maintain a healthy CDBG ratio. This in turn netted more comprehensive and substantive projects that were prepared for execution despite the funding delay.

Allocations were awarded in early 2011, and Division staff completed all environmental reviews and releases for funding, along with revisions to contracts to include enhanced compliance with Fair Housing, OMB circular compliance, and Davis Bacon and procurement regulations. Subrecipients were also trained in advance on new Division procedures, procurement, and Davis Bacon. The County was not able to issue contracts until July and August of 2011 due to the delay in release of grant funds from HUD as part of the Congressional budgeting process. The County will use these same practices and procedures in administration of the 2012 CDBG grant program, however, does anticipate minor changes to the ranking criteria based on subrecipient feedback.

The County does not anticipate program income from the CDBG Program in 2012. The only means of generating program income would be through the return of funds invested as part of the homeowner occupied rehabilitation program, or certain economic development programs. Program income for CDBG projects would be used to fund contingency projects. Further, no program income has been generated from 2011, nor does the County receive proceeds from Section 108 loans or settlements. It is the policy of the County to allocate funds to projects as outlined per community development and housing goals and objectives outlined in the Consolidated Plan and Action Plan, and deobligated and reallocate funds that are not expended

in contract, or returned for non-compliance to projects designated as eligible for allocation under contingency, or funds are used as part of the upcoming funding round if applicable. The County estimates that one hundred (100%) percent of the funds will be used for activities that benefit persons of low and moderate incomes.

HOME Investment Partnerships (HOME)

The HOME program continues to be redeveloped to ensure compliance with HUD regulations. In 2011, the County made allocations of 2010 program year funds to correct CHDO reserve violations, and is in the process of resolving all outstanding IDIS issues related to HOME.

To allow for improved programming, the County will now offer a NOFA application process to be released at different points throughout the year, with certain application periods open to specific funding types. Additionally, the program will follow project review and underwriting criteria when conducting project evaluations, weighted leveraging of resources and increased unit capacity as a high priority for HOME fund allocations. In calendar year 2012, the County will complete any remaining allocation work related to program year 2011 funding, and administer the 2012 rounds beginning in Spring 2012. The revised HOME application process including developer meetings, increased project budgeting and proforma requirements, and resource leveraging evaluation will continue, along with revisions to underwriting standards specific to the County, and the completion of developer capacity reviews.

Additionally, the County requires subrecipients and sub-grantees to provide for the twenty-five (25%) percent match requirement through cash, in-kind, or other leveraging contributions. Division staff has been working through multi-layered financing concepts with area organizations and developers to leverage other investment forms such as tax-credits and bonding. Section Three of this Action Plan outlines such resources. The County does not currently use HOME funds for refinancing or tenant-based rental assistance activities; however, the latter has been identified as a potential activity in 2012. Additionally, the County uses recapture guidelines for homeownership activities. Currently, a recapture agreement is executed to capture the full HOME subsidy out of net proceeds from the sale. Recapture requirements means that if the property does not continue as the principal residence of the owners for the duration of the period of affordability being a minimum of five (5) years or greater as per HOME regulations based on investment total, the County will recapture the full amount of the HOME investment received by the owners as calculated by using the appropriation conditions listed below:

- In the event of a sale of the property during the period of affordability, the County shall recapture an amount equal to the HOME investment in the property.
- In the event of a cash-out refinancing during the period of affordability, the County shall recapture an amount equal to the HOME investment in the property.

- In the event of a foreclosure, the County shall recapture from the net proceeds up to the original amount of the HOME investment associated with the purchase and rehabilitation of the property subordinate to the first mortgage lien against the property.

For HOME projects executed in 2012, the County will adopt a pro-rata recapture for future HOME agreements as related to homeowner assistance. This will also continue to be the basis for NSP properties, and NSP/HOME properties. Any subsidy per unit of \$15,000 or less will be subject to provisions for five years; other subsidy amounts will be per HOME program rules. Homebuyer assistance and development subsidy are subject to recapture on a pro-rata share using a formula based on the initial subsidy in total over the period of affordability. Recapture is triggered when the residence no longer becomes the primary residence for that assisted person. Net proceeds mean the sale price minus loan payments and closing costs. The recapture provisions are included in a recorded recapture agreement or in the recorded mortgage documents for each house assisted with HOME funds, and units are monitored to ensure compliance with affordability to avoid, but if necessary commence the recapture process.

To maintain compliance with HOME, each recipient of HOME funds is required to file an approved affirmative marketing plan, or adopt the County's plan as a condition of each funding agreement. Most organizations use several methods of meeting affirmative marketing requirements, including multi-lingual documents, and outreach to local businesses, schools, service centers and churches. Organizations are encouraged to work with other local agencies to share resources and develop policies that meet marketing requirements within each individual organization. The County continues to update 504 compliance records and procedures, and follows policies and programs that prohibit discrimination in employment, housing, access to education and public services.

To further programming responsive to the needs of minorities and women, the County is implementing new MBE/WBE procurement policies and procedures as outlined in Section Eleven. The County is also in the process of identifying agencies that serve the specific populations to coordinate outreach and ensure that clientele is aware of County programming.

Program Monitoring

McHenry County's monitoring standards and procedures are described in detail in the Five-Year Consolidated Plan. The County has specific written monitoring guides with evaluation checklist and review forms for each Program to ensure regulatory compliance and execution efficiency. Each organization that is monitored receives an oral and written report of the monitoring findings and concerns along with required corrective actions. Division staff assists organizations in resolving issues as to maintain program compliance.

HOME Monitoring

Each HOME project recipient is monitored on an annual basis, with unit rentals monitored according to total units and periods of affordability. The monitoring guide developed by the Division is composed of six sections:

- Section One – HOME Program overview
- Section Two – Procedures and Monitoring
- Section Three – Monitoring Preparation
- Section Four – Monitoring Checklists
- Section Five – Monitoring Schedule
- Section Six – HOME Project Checklists

The goal of the program monitoring is to ensure contract compliance, livability standards, and that correct income verification, leasing, and rent procedures are followed. The County monitors tenant selection and compliance with fair housing laws. Based on the program and/or project type, there are specific objectives for monitoring. Major types and goals are:

- For home-buyer assistance programs: ensure the homebuyer maintains primary occupancy during the terms of the compliance period; if the home is sold ensure proper recapture and/or resale methods are in place so as to preserve the HOME investment;
- For homeowner occupied rehabilitation: enforce compliance periods if determined per the written agreement (not required per HOME regulations);
- For rental projects: enforcement of HOME assisted units by ensuring a proper mix of AMI's as per the written agreement exists – HOME units have HOME qualified tenants; income verification is completed on an annual basis by the manager; rents collected do not exceed the HOME rents requirements and are in accordance with utility restrictions and/or additional subsidy requirements as applicable; the units are to code and County/municipal standards; following the units if the development is sold to ensure the new owner follows the HOME regulations as per the agreement for the terms of affordability.

Each section outlines specifics to the administration and monitoring of the HOME Program. Further guidance and monitoring is available and conducted in accordance with the HOME Monitoring CPD Manual, the HOME Final Rule 24 CFR Part 92 and other applicable OMB and HUD regulations.

CDBG Monitoring

Each subrecipient construction project is evaluated by inspectors prior to completion of the bid process to ensure that specifications for work are cost reasonable. Pre-construction conferences to review contract requirements and prevailing wage are conducted by the County with subrecipients and contractors. Projects are inspected during and post construction prior to final reimbursement. For service projects, organizations are monitored to observe actual number of clients served versus reporting, and conduction of staff interviews based on position

content. All CDBG projects are monitored through review of mandatory quarterly reports and supporting documentation for reimbursement. Contracts with subrecipients contain specific expenditure requirements and timelines, and are monitored on a monthly basis. If during monitoring contracts are found to be non-compliant, funds will be swept for allocation and obligation to the next eligible project.

Special Grant Monitoring

Each special grant is monitored for compliance with ARRA regulations including reporting and expenditure requirements. As in the case of HOME and CDBG, findings result in corrective actions or the sweeping of funds to be used by other recipients.

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Community Outreach and Education

McHenry County is committed to improving the quality of life for all citizens through community development and housing initiatives. The McHenry County Board, Planning and Development Committee, and Community Development Block Grant and Housing Commissions provide oversight for HUD programming to ensure that every funding source is leveraged and utilized to maximize impact for persons in need.

The Community Development Division operates a series of bi-quarterly training programs for subrecipients, sub-grantees, and the general public on a range of topics from procurement to lead-safety. Division staff assist subrecipients in project development, procurement, and administration to maintain enforcement of regulations and improve the overall quality of project work so that the organization, clientele, and County receive the most benefit from each project dollar. The Division administration provides planning assistance to both the Commissions and communities that do not have capacity to execute community development and housing programs benefiting residents. Additionally, the Division works with the County's Division of Transportation and McHenry County Economic Development Corporation to proactively develop planning initiatives that encompass housing, transportation, and economic development with the understanding that each concentration is co-dependent of the others to ensure vitality. The Housing Commission is dedicated to sponsoring educational outreach programs for residents to understand housing choices, and municipalities and other officials to understand methods of providing affordable, decent housing in the County. Other initiatives include addressing fair housing in the County, tenant-landlord issues, and future housing planning policy development.

Attachments

Table 3A: Summary of Specific Annual Objectives

Table 3B: Annual Affordable Housing Completion Goals

Table 3C: Project Estimates

SF424

Certifications

**Table 3A
Summary of Specific Annual Objectives for Program Year 2012**

Obj. #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective *
	Rental Housing Objectives					
1	Fund the development or acquisition/rehabilitation of rental units for extremely low-, very low-, low-income or elderly households.	CDBG/ HOME	Housing Units	10		DH-2
	Owner Housing Objectives					
2	Fund the rehabilitation of housing units occupied by extremely low-, very low-income or elderly homeowners to meet County's Rehabilitation Standards	HOME CDBG	Housing Units	7		DH-2
3	Fund emergency repairs to housing units occupied by extremely low-, very low-income or elderly homeowners	CDBG	Housing Units	15		DH-2
4	Fund homebuyer projects that allow low- and moderate-income people to own a home	HOME	Housing Units	5		DH-2
	Homeless Objectives					
6	Provide funding to develop or rehabilitate emergency or transitional housing facilities or units	CDBG	Housing Units	6		SL-3
7	Provide funding to create emergency shelter facilities and transitional housing beds	CDBG/ HOME	Housing Units/Public Facilities	1 Pub. Fac.		SL-1
8	Fund the development of a Ten-Year Plan to End Homelessness through the Continuum of Care.	CDBG	No measure for planning	N/A		SL-3
9	Fund an increase in case management capacity and/or supportive services to serve homeless families or individuals.	CDBG	People	50		SL-1
	Special Needs Objectives					
10	Fund the development or modification of housing units for persons with special needs.	CDBG/ HOME	Public Facilities/ Housing Units	1 Public Facility		DH-1
11	Fund medical and/or non-medical facilities or fund support service agencies to increase capacity or efficiency to serve persons with special needs.	CDBG	Public Facilities /People	2 Public Facilities		SL-1
12	Fund case management services to increase capacity to serve victims of domestic violence (women and children)	CDBG	People	70		SL-1
13	Fund medical and dental services to increase capacity for eligible individuals	CDBG	People	30		SL-1
	Community Development Objectives					
14	Fund food pantries to increase capacity to serve more low-income individuals	CDBG	People	150		SL-1
17	Fund the rehabilitation or expansion of public facilities and/or public services to allow for greater efficiency and/or an increase of low-mod income or limited clientele persons served	CDBG	Public Facilities/ People	3 Public Facilities/ 125 People		SL-1
	Infrastructure Objectives					
15	Fund infrastructure improvement projects that benefit households in low- and moderate-income areas	CDBG	Households	200		SL-1

	Public Facilities Objectives					
	See objectives listed under Homeless, Special needs and Community Development.					
	Public Services Objectives					
5	Fund homebuyer and fair housing counseling and education	CDBG	Households	100		SL-1
16	Fund agencies offering transportation to increase their capacity to provide additional trips each year for low-income persons, persons with special needs and elderly.	CDBG	People	0		SL-1
	See objectives listed under Special Needs and Community Development					
	Economic Development Objectives					
EDO-3	Provide funds for job training, applicant screening, underwriting applications, referral and/or placement of low-income applicants for employment	CDBG	People	50		EO-1 EO-3
EDO-1	Fund job creation or retention activities	CDBG	People	50		EO-1 EO-3
EDO-2	Provide funding for microenterprise businesses for stabilization, expansion or start-up purposes	CDBG	Businesses	0		EO-3
	Other Objectives					
OO-1	Creation of a Housing Commission	HOME	People	Completed		DH-1,2,3 SL-1,2,3
OO-2	Update of the County's Analysis of Impediments Report	HOME	People	In progress	2012 expected completion date	DH-1,2,3 SL-1,2,3

*Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

**TABLE 3B
AFFORDABLE HOUSING COMPLETION GOALS**

Grantee Name: McHenry County Program Year: 2012	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)					NA	NA
Homeless households	25 (30+HPRP)		X	X	NA	NA
Non-homeless households	7		X	X	NA	NA
Special needs households	4		X	X	NA	NA
Total Sec. 215 Beneficiaries*	36		X	X	NA	NA
RENTAL GOALS (Sec. 215 Only)					NA	NA
Acquisition of existing units	4			X	NA	NA
Production of new units	5 (HOME2011- 2012/NSP)			X	NA	NA
Rehabilitation of existing units	7		X	X	NA	NA
Rental Assistance	15				NA	NA
Total Sec. 215 Affordable Rental	31		X	X	NA	NA
HOME OWNER GOALS (Sec. 215 Only)					NA	NA
Acquisition of existing units	6 (NSP)				NA	NA
Production of new units	2			X	NA	NA
Rehabilitation of existing units	10		X	X	NA	NA
Homebuyer Assistance	5			X	NA	NA
Total Sec. 215 Affordable Owner	23		X	X	NA	NA
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)					NA	NA
Acquisition of existing units	10		<input type="checkbox"/>	<input checked="" type="checkbox"/>	NA	NA
Production of new units	7		<input type="checkbox"/>	<input type="checkbox"/>	NA	NA
Rehabilitation of existing units	17		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	NA	NA
Rental Assistance	15		<input type="checkbox"/>	<input type="checkbox"/>	NA	NA
Homebuyer Assistance	5		<input type="checkbox"/>	<input type="checkbox"/>	NA	NA
Combined Total Sec. 215 Goals*	54		X	X	NA	NA
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)					NA	NA
Annual Rental Housing Goal	31		X	X	NA	NA
Annual Owner Housing Goal	23		X	X	NA	NA
Total Overall Housing Goal	54		X	X	NA	NA

Department of Planning and Development
McHenry County Government Center - Administration Building

2200 North Seminary Avenue
Woodstock, Illinois 60098



815 334-4560 Fax 815 337-3720
www.co.mchenry.il.us

To: Tina Hill, Chairman
Planning and Development Committee

From: Maryanne Wanaski, CD Administrator
Community Development Division

Date: October 27, 2011

Re: Community Development Resolutions

Action Required:

Recommendation to the McHenry County Board to approve the Resolution authorizing approval and submission of the 2012 Annual Action Plan to HUD

Background:

Per HUD regulations, the County is required to submit an Annual Action Plan that outlines goals and objectives for expenditure of HUD grant funds as applied to the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs, and other special grants as awarded.

Discussion:

The 2012 Annual Action Plan has gone through two periods of public comment (August-September and September-November) for input as related to specific measurable goals and objectives for funding of housing and community development programs. (The Plan is available in print and online on the Community Development Division webpage for review.) On October 25, 2011 the Community Development Division held a public hearing to receive formal commentary. Prior input has been incorporated into the document through prescribed means as outlined by HUD.

The Plan will be used to guide the 2012 CDBG and HOME allocations, whereas in the past, allocations had been made and just adopted as part of the Plan. As witnessed with the 2011 Action Plan, this practice has netted improved project work and the actual accomplishment of goals and objectives as outlined in the master HUD 2010-2014 Consolidated Plan of the County.

RESOLUTION
APPROVING A CONSTRUCTION ENGINEERING SERVICES AGREEMENT
FOR THE ILLINOIS ROUTE 31 AT VIRGINIA ROAD AND KLASEN ROAD
PROJECT

WHEREAS, McHenry County and the Illinois Department of Transportation have studied the Illinois Route 31 and Algonquin Road intersection extensively concluding the need to construct the Illinois Route 31 Western Algonquin Bypass which is part of the approved McHenry County Division of Transportation's FY 2011 to 2015 Highway Improvement Program; and

WHEREAS, part of the said improvements will include the improvement of the Illinois Route 31/Virginia Road/Klasen Road intersection; and

WHEREAS, said improvements will require the services of a consulting engineering firm to provide construction supervision and documentation (Phase III engineering) for the project; and

WHEREAS, the Transportation Committee has selected Civiltech Engineering, Inc. to continue with the Phase III engineering as they have completed the Phase I Preliminary Engineering and Phase II Design Engineering for this project; and

WHEREAS, said project has been approved by the Illinois Department of Transportation to receive state and federal funding for 100% of the Phase III engineering; and

WHEREAS, the Transportation Committee has reviewed and recommends approval of the attached Engineering Services Agreement with Civiltech Engineering, Inc. of Itasca, Illinois for a not to exceed amount of \$1,087,418.00 to provide said engineering services, said agreement attached hereto and hereby made a part hereof.

NOW THEREFORE BE IT RESOLVED, by the County Board of McHenry County that the Engineering Services Agreement between McHenry County and Civiltech Engineering, Inc. is hereby approved in the not to exceed amount of \$1,087,418.00; and

BE IT FURTHER RESOLVED, by this County Board of McHenry County, Illinois that there is hereby appropriated the sum of one million ninety thousand dollars (\$1,090,000.00) from the RTA Sales Tax Fund, OCA code 820006-4455 for said engineering services; and

BE IT FURTHER RESOLVED, that this project is hereby designated as Section 96-00209-01-PV; and

BE IT FURTHER RESOLVED, that the Chairman is hereby authorized to execute said agreement; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit two certified copies of this resolution to the Director of Transportation/County Engineer, one of which will be forwarded to the Illinois Department of Transportation through its regional engineer's office at Schaumburg, Illinois.

DATED at Woodstock, Illinois this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

Local Agency	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	Consultant
McHenry County Division of Trans.		Civiltech Engineering, Inc.
County McHenry		Address 450 E Devon Avenue, Suite 300
Section 96-00209-01-PV		City Itasca
Project No. HPP-4064(003)		State Illinois
Job No. C-91-254-09		Zip Code 60143
Contact Name/Phone/E-mail Address Walter Dittrich; 815.334.4980 wrdittrich@co.mchenry.il.us	Contact Name/Phone/E-mail Address James D. Ewers; 630.773.3900 jewers@civiltechinc.com	

THIS AGREEMENT is made and entered into this _____ day of _____, 2011 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

WHEREVER IN THIS AGREEMENT the following terms are used, they shall be interpreted to mean:

Regional Engineer Regional Engineer, Department of Transportation
Resident Engineer LA Employee directly responsible for construction of the PROJECT
Contractor Company or Companies to which the construction contract was awarded

Project Description

Name IL Route 31 Route FAU 117 Length 1.72 mi. Structure No. N / A

Termini At Klasen Road & Virginia Road

Description: This is a roadway reconstruction project, and the work consists of reconstruction with P.C. concrete pavement, two new 12' lanes in each direction with left turn lanes, realignment of Virginia Road, an enclosed drainage system, traffic signals, full depth HMA pavement, curb & gutter, bike path, pavement markings, and all incidental and collateral work necessary to complete the project.

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LA, in connection with the PROJECT hereinbefore described and checked below:
 - a. Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.
 - b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - c. For soils, to obtain samples and perform testing as noted below.
 - d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

- e. Inspection of all materials when inspection is not provided at the sources by the STATE BMPR, and submit inspection reports to the LA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
- f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
- g. Inspect, document and inform the resident engineer of the adequacy of the establishment and maintenance of the traffic control.

- h. Geometric control including all construction staking and construction layouts.
 - i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - j. Measurement and computation of pay items.
 - k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - l. Preparation and submission to the LA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LA and the STATE.
 - m. Revision of contract drawings to reflect as built conditions.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
 3. To furnish the services as required herein within twenty-four hours of notification by the resident engineer or authorized representative.
 4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LA or STATE.
 5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the written consent of the LA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
 6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the resident engineer, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
 7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
 8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.
 10. The undersigned certifies neither the ENGINEER nor I have:
 - a) employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT;
 - b) agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - c) paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - f) are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) of this certification; and
 - g) have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.

11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
12. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.

II. THE LA AGREES,

1. To furnish a resident engineer to be in responsible charge of general supervision of the construction.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee CPFF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or
 CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or
 CPFF = 14.5%[(2.3 + R)DL + IHDC]

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor

Specific Rate (Pay per element)

Lump Sum _____

5. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

6. The recipient shall not discriminate on the basis on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).

III. It is Mutually Agreed,

1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
2. That all services are to be furnished as required by construction progress and as determined by the RESIDENT ENGINEER. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LA, after the CONTRACTOR has completed the construction contract.
3. That all field notes, test records and reports shall be turned over to and become the property of the LA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That this AGREEMENT may be terminated by the LA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LA.
5. That any differences between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
6. That in the event the engineering and inspection services to be furnished and performed by the LA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LA.
7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that 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 a contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but no 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, as defined in the Act.

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 convicted, as required by section S 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.
9. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LA deems appropriate.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
Civiltech Engineering, Inc.	36-3606666	\$1,006,777.00
Sub-Consultants:	TIN Number	Agreement Amount
Midland Standard Engineering & Testing, Inc.	20-4527015	\$80,641.00
Sub-Consultant Total:		\$80,641.00
Prime Consultant Total:		\$1,006,777.00
Total for all Work:		\$1,087,418.00

Executed by the LA:

McHenry County Division of Transportation

 (Municipality/Township/County)

ATTEST:

By: _____

By: _____

County Clerk

Title: County Board Chairman

(SEAL)

Executed by the ENGINEER:

Civiltech Engineering, Inc.

ATTEST:

By: _____

By: _____

Title: Vice President

Title: President

Exhibit A - Construction Engineering

Route: FAU 117 (IL Route 31) at Klasen & Virginia
 Local Agency: McHenry County Division of Trans.
 (Municipality/Township/County)
 Section: 96-00209-01-PV
 Project: HPP-4064(003)
 Job No.: C-91-254-09

*Firm's **approved rates** on file with IDOT'S Bureau of Accounting and Auditing:

Overhead Rate (OH) 155.73 %
 Complexity Factor (R) 0.00
 Calendar Days _____

Method of Compensation:

- Cost Plus Fixed Fee 1 14.5%[DL + R(DL) + OH(DL) + IHDC]
- Cost Plus Fixed Fee 2 14.5%[DL + R(DL) + 1.4(DL) + IHDC]
- Cost Plus Fixed Fee 3 14.5%[(2.3 + R)DL + IHDC]
- Specific Rate
- Lump Sum

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
See attached Cost Estimate of Consultant's Services									
Totals		0.00							

**COST ESTIMATE OF CONSTRUCTION SERVICES
PHASE III ENGINEERING SERVICES
IL Route 31 at Klasen Road & Virginia Road
McHenry County Division of Transportation**

Route: IL Route 31 at Klasen Road & Virginia Road
Local Agency: McHenry County Division of Transportation
Section No.: 96-00209-01-PV
Project No.: HPP-4064(003)
Job No.: C-91-254-09
County: McHenry

*Includes annual increase for work in 2012
 **Firm's approved Over Head rate on file with IDOT's Bureau of Accounting and Auditing is 155.73%.
 ***Labor x 0.145 x 2.5573 = Fixed Fee
 Complexity factor (R=0.00)

Consultant: Civiltech Engineering, Inc.

Prepared: 4/18/2011

ITEM	Employee Classification	Total Number of Manhours	Percent of Total	DOLLARS (\$)				
				Payroll Rate*	Payroll Costs	Payroll, Burden & Fringe Costs; Overhead & Expenses** (Labor x 1.5573)	Profit*** (Labor x 0.3708)	TOTAL
Construction Engineering:	Res. Engr.	2,495	28.11%	\$ 45.85	\$ 114,396	\$ 178,149	\$ 42,418	\$ 334,963
	Asst. R.E.	2,255	25.41%	\$ 36.80	\$ 82,984	\$ 129,231	\$ 30,770	\$ 242,985
	Doc. Engr.	1,800	20.28%	\$ 29.55	\$ 53,190	\$ 82,833	\$ 19,723	\$ 155,746
	Engr.	1,652	18.61%	\$ 32.70	\$ 54,020	\$ 84,125	\$ 20,031	\$ 158,176
	Technician	0	0.00%	\$ 15.00	\$ -	\$ -	\$ -	\$ -
	Surveyor	320	3.61%	\$ 33.15	\$ 10,608	\$ 16,520	\$ 3,933	\$ 31,061
	Website Admnstr.	212	2.39%	\$ 26.40	\$ 5,597	\$ 8,716	\$ 2,075	\$ 16,388
	Design Mngr.	64	0.72%	\$ 56.00	\$ 3,584	\$ 5,581	\$ 1,329	\$ 10,494
	Proj. Mngr.	78	0.88%	\$ 63.00	\$ 4,914	\$ 7,653	\$ 1,822	\$ 14,389
SUBTOTAL								\$ 964,202
Direct Expenses:								
1.) Vehicle Expense (Mileage)								\$ 38,800
2.) Material Testing								\$ 80,641
3.) Printing Expense								\$ 875
4.) Photography								\$ 800
5.) Website								\$ 2,100
TOTALS		8,876	100.00%		\$ 329,293	\$ 512,808	\$ 122,101	\$ 1,087,418

- 1.) 970 Days @ \$40.00/Day
- 2.) Material Testing (Midland Standard Engineering & Testing, Inc.)
- 3.) Estimated printing expense for Record Drawings
- 4.) Estimated photography expense
- 5.) Website domain & costs

IL Route 31 at Klasen Road & Virginia Road Summary of Direct Costs

Route: IL Route 31 at Klasen Road & Virginia Road
Local Agency: McHenry County Division of Transportation
Section: 96-00209-01-PV
Proj. No.: HPP-4064(003)
Job No.: C-91-254-09
County: McHenry
Contract No.: 63553

Direct Costs:

Printing Expense

Assume 3 large sets for working drawings & 1 set for final "As-Builts"

Bond Prints: 3 sets X 235 sheets/set X \$0.66 per sheet = \$465.30

Mylars: 1 set X 235 sheets/set X \$1.75 per sheet = \$411.25

Total = \$876.55

Say: \$875.00

Photography Expense

Assume 80 sets of developed digital pictures @ \$10.00 ea. = \$800.00

Total: \$800.00

IL Route 31 at Klasen Road & Virginia Road

Section 96-00209-01-PV

McHenry County Division of Transportation

Anticipated Contractor's Schedule

ITEM	TOTAL	UNIT	DAILY RATE	DAYS REQ'D	2012												2013																																																												
					JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER			JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE																					
					6	13	20	27	3	10	17	24	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24
TRAFFIC CONTROL & PROTECTION	1	LS	-	ONGOING	PRE-STAGE 1A STAGE 1A, 1B, & 1C STAGE 2A, 2B, & 2C STAGE 3 P-LIST																																																																								
TEMPORARY TRAFFIC SIGNAL	2	EA	0.25	8	[Gantt chart bars]																																																																								
TEMPORARY FENCE	6,185	LF	1,000	6	[Gantt chart bars]																																																																								
TREE REMOVAL / TREE PRUNING	1,859	UNIT	300	6	[Gantt chart bars]																																																																								
PAVEMENT REMOVAL	50,497	SY	2,000	25	[Gantt chart bars]																																																																								
COMBINATION CONCRETE CURB AND GUTTER REMOVAL	4,112	LF	800	5	[Gantt chart bars]																																																																								
MEDIAN REMOVAL	13,328	SF	2,500	5	[Gantt chart bars]																																																																								
DRIVEWAY PAVEMENT REMOVAL	3,968	SY	1,000	4	[Gantt chart bars]																																																																								
EXCAVATION / UNSUITABLE REMOVAL	61,474	CY	2,500	25	[Gantt chart bars]																																																																								
FURNISHED EXCAVATION	19,019	CY	2,500	8	[Gantt chart bars]																																																																								
STORM SEWERS	12,642	LF	400	32	[Gantt chart bars]																																																																								
PIPE CULVERTS	1,200	LF	100	12	[Gantt chart bars]																																																																								
DRAINAGE STRUCTURES	226	EA	12	19	[Gantt chart bars]																																																																								
STORM SEWER REMOVAL	1,384	LF	300	5	[Gantt chart bars]																																																																								
FILL EXISTING STRUCTURES / REMOVAL	2	EA	3	1	[Gantt chart bars]																																																																								
PAVEMENT PATCHING	571	SY	200	3	[Gantt chart bars]																																																																								
CONDUIT INSTALL	12,728	FT	600	21	[Gantt chart bars]																																																																								
POROUS GRANULAR MATERIAL, SUBGRADE	3,055	CY	600	5	[Gantt chart bars]																																																																								
AGGREGATE SUBGRADE 12"	69,051	SY	3,500	20	[Gantt chart bars]																																																																								
SUB-BASE GRANULAR MATERIAL, 6"	71,936	SY	4,500	16	[Gantt chart bars]																																																																								
PCC PAVEMENT 10" JOINTED	48,306	SY	4,000	12	[Gantt chart bars]																																																																								
CONCRETE FOUNDATIONS	134	FT	40	3	[Gantt chart bars]																																																																								
HANDHOLES	32	EA	6	5	[Gantt chart bars]																																																																								
COMBINATION CONCRETE CURB AND GUTTER	21,884	LF	1,800	12	[Gantt chart bars]																																																																								
HMA PAVEMENT FULL DEPTH	9,665	SY	1,600	6	[Gantt chart bars]																																																																								
TEMPORARY PAVEMENT MARKING	64,658	FT	10,000	6	[Gantt chart bars]																																																																								
DRIVEWAY PAVEMENT	3,631	SY	500	7	[Gantt chart bars]																																																																								
PCC SIDEWALK	1,318	SF	1,500	1	[Gantt chart bars]																																																																								
CONCRETE MEDIANS	64,652	SF	5,000	13	[Gantt chart bars]																																																																								
SODDING	9,529	SY	1,000.0	10	[Gantt chart bars]																																																																								
SEEDING W/ BLANKET	12	AC	2.0	6	[Gantt chart bars]																																																																								
TREES	199	EA	20.0	10	[Gantt chart bars]																																																																								
DETECTOR LOOP	1,057	FT	200	5	[Gantt chart bars]																																																																								
PAVEMENT MARKING	25,573	LF	4,000	6	[Gantt chart bars]																																																																								
CLEANUP & PUNCHLIST	1	LS	0.07	15	[Gantt chart bars]																																																																								

Civiltech Staffing:

Staffing	Res. Engr.	Asst. R.E.	Doc. Engr.	Engr.	Technician - Engineer	Surveyor	Website Administrator	Design Engineer	Proj. Mngr.	James D. Ewers	Total	[Monthly Staffing Allocation]																																			
Martin F. Ebert	2,495											[Gantt chart bars]																																			
Assistant Engineer	2,255											[Gantt chart bars]																																			
Documentation Engineer	1,800											[Gantt chart bars]																																			
Inspector - Engineer	1,652											[Gantt chart bars]																																			
Technician - Engineer	0											[Gantt chart bars]																																			
Surveyor	320											[Gantt chart bars]																																			
Website Administrator	212											[Gantt chart bars]																																			
Design Engineer	64											[Gantt chart bars]																																			
Proj. Mngr.	78											[Gantt chart bars]																																			
James D. Ewers	8,876											[Gantt chart bars]																																			
Total	8,876											[Gantt chart bars]																																			

PROJECT APPROACH (SCOPE OF SERVICES)

Civiltech will provide a Resident Engineer, Assistant Resident Engineer, Documentation Engineer, Inspectors, and Surveyor as needed who are fully experienced in the administration of the contract work listed above. When the amount or type of work necessitates it, additional inspectors, designers, or structural engineers will be available. Our Resident Engineer will act as a liaison between McHenry County and the contractor, residents, business owners, and any other concerned party.

The Resident Engineer and Project Manager will be responsible for the timing of when additional inspectors are assigned while keeping the budget in mind. The Project Manager will also ensure the quality of our services and facilitate the multiple levels of coordination that are required for a project of this complexity. Our surveyor will be available for initial layout of control points and construction staking verification, and our Resident Engineer is also qualified to perform the layout. We agree with all the tasks listed in the County's General Scope of Services, and we would like to expand upon them in more detail.

COMMUNICATION / PUBLIC NOTIFICATION

Public notification and communication will be critical for this improvement. Civiltech is committed to keeping all the involved parties fully informed so they can be contributing players. Proper notification will be accomplished with multiple forms of communication from changeable message signs along the project to informational flyers to what we consider the best communication which is face to face with the actual owners / operators of the individual properties.

Public Meetings

We have had success on past projects with an informal open house style Public Meeting prior to construction. In order to keep the lines of communication with the businesses and residents fully open, we will host and / or participate in a Public Information Meeting before construction when the contractor and their schedule become known. An additional meeting between stages of construction or during the project's progress can also be included. Our designers, who have the most knowledge of this project, will be the main players at the Public Meetings. They will be able to best communicate what will be built, how it will be accomplished, and follow through with any commitments that have been made during the design process with those that are most affected. Our design team will make the proper introductions between our construction engineering team and their many involved parties and contacts. We will build on the contacts made at these meetings so that each property along the project is well informed and becomes a true stakeholder in the process. It is this personal contact that brought success to our former projects and will solve the coordination and information challenges of this improvement as well. When people understand what needs to happen in front of their property and how long each activity will last, they can better accommodate the work and still get their business done. We have received many compliments and "thank you's" from satisfied property owners who were truly part of the process. The inconvenience of the rehabilitation is greatly reduced when the stakeholder is working with us to determine the best solution.

Website

Civiltech has developed and supported dynamic websites for previous projects, and will create one for this project. Of course the most important aspect of the webpage would be to announce construction alerts, stage changes, other news concerning the project, and be able to accept and answer questions regarding the improvement. We would keep the site updated with pertinent information and photos. It is an excellent and efficient tool for

spreading project status and keeping the public fully informed. We will have a person dedicated to maintaining the website with daily and even more frequent updates regarding the construction status. Our website administrator has the experience of properly running our existing project websites, and will help our resident engineer by keeping close contact regarding project status, and present the updates in an easy to understand format. The website administrator is not an engineer, and has a knack for converting what can sometimes be language that is too technical into layman's terms. If desired, social media will also be used to blast updates out to the project stakeholders who have signed up for the service. Visitors to the site will be able to contact our website administrator either over the internet or the provided phone number. We are committed to having a person answer the phone or call back within a very short time. A friendly voice on the end of the line is one of the most calming features of good communications. If the question cannot be answered immediately, our administrator will have the Resident Engineer contact the resident. The phone number of the Resident Engineer will be given out regardless of whether the question is answered immediately or not. The IL Route 31 Improvement website will be attractive and informative. Most visitors will be satisfied and have their questions answered on the spot through the ample amounts of project information that will be listed.

Individual Contact and Communication

We will have one point of contact for the individual stakeholders along the project. That point of contact will be our Resident Engineer. This has proven to be very successful on past projects as the best way to keep everyone fully informed and a working partner on the improvement. Initial contact may come from the website, but once the representative from each property is known, our Resident Engineer will communicate all information regarding their portion of the project directly with them. We will communicate in detail what work will occur in front of their establishments, when to expect the work, and how long it will last. The schedule of the work is always a difficult item to nail down with contractors, so we will enforce that they provide realistic time frames for driveway access. Working with residents and individual business representatives to determine the best access and schedule for construction has been proven on our past projects to be the best method to make certain that their concerns are met and their operations run as smoothly as they can.

COORDINATION

Our project team excels as liaisons between our clients and the multiple stakeholders of a project. We will coordinate all project issues with the involved parties and relate them back to the County for your information or approval. We understand that close communication with the County, residents, businesses, and IDOT is of the utmost importance. Our goal will be to preempt any calls to the County regarding the projects, since we would have already been in contact with that utility, property owner, business, developer, etc. We will update the County on the status of any issues and forward recommendations when needed. Our status updates will include any major project issues and their effect on the progress schedule.

Civiltech will hold progress meetings every week or as often as needed, depending on the amount of project activity. All concern parties will be invited. The contractors will be required to provide and discuss a two week look-ahead schedule. The first portion of the meeting will be devoted to the coordination of project work and schedule between all of the concerned participants, the contractor, County Departments, local Police and Fire Departments, and especially the County Division of Transportation. This is an invaluable tool to keep all informed, preempt initial calls to the County, and keep on track towards a successful completion of the projects. When concerns of the individual

parties have been satisfied, they may leave, and we will continue with more in depth project monitoring with the contractor regarding pay items, contract changes, staging, status of submittals, overall schedule, etc. We will work with the contractor to resolve all issues and keep the project moving forward. The actual progress of the project will be closely tracked as it compares with the overall project schedule. If a contractor falls behind, we will investigate and recommend possibilities to get back on schedule. Meeting minutes will be prepared, distributed to the appropriate parties, and filed in the project records. Civiltech's experience with bringing projects to a successful completion through our detailed construction inspection and administration services, as well as thorough coordination, has been proven on many of our past projects.

We have established relationships and coordination experience with IDOT, Algonquin, and many other agencies whose input will be needed to successfully complete this project. Our inspection abilities with regard to pavement reconstruction, undercuts for a stable base, under ground work, utility coordination, and many other roadway items have been proven over the years on multiple similar projects. Our true strength and experience shows best when we are solving unknown problems which arise on all projects.

CONSTRUCTION ENGINEERING SERVICES

Civiltech's team will accomplish the goal of providing the excellent Construction Engineering Services for which we are known by using our typical project approach, which has brought us success on our past projects. Our project approach will be to divide the work into three phases:

- Pre-construction
- Construction
- Completion and Final

Pre-construction

Plan Review

Civiltech will again perform a detailed constructability review of the plans and special provisions to determine if there are any potential conflicts that could be addressed and resolved before construction, and those changes will then be incorporated into the final engineering documents. Plan quantities and the viability of the Maintenance of Traffic plans are areas we thoroughly investigate to ensure a workable project.

Stakeholder Coordination

We will initiate and continue coordination with all stakeholders in the project including businesses, developers and their contractors, utilities, other agencies, and property owners. Pre-project field meetings will be held with any of the above mentioned entities necessary to resolve potential issues and keep them fully informed. All concerned parties would be encouraged to attend the Pre-construction Meeting which we could chair if needed.

Contractors and Contacts

A list of names, addresses, and telephone numbers (especially 24 hour emergency contact numbers) will be compiled and maintained for all contractors, subcontractors, material suppliers, and any others pertinent to the project. We will make recommendations to the County regarding the suitability of the proposed subcontractors.

Traffic Staging Review

The staging and maintenance of traffic drawings will be reviewed as they relate to field conditions. We will forward our comments to the contractor highlighting concerns that may limit traffic moving safely while the contractor has enough room to work.

Field Review

We will thoroughly investigate the field conditions of the project exposing conflicts so that the proposed improvements can be constructed without them. The geometric control points will be set at this time as well. The erosion and sediment control plan will be reviewed to make certain that the proposed measures will be effective in the field, and we will confirm that the Notice of Intent has been completed and submitted to the Illinois Environmental Protection Agency.

Initial Documentation

Field books, quantity book, diary, and all other forms of proper project documentation will be set up per IDOT Documentation Standards. Existing conditions photos will be taken. Important submittals will be requested from the contractor, and they will be required to show those submittals on their proposed schedule.

Progress Schedule Review

We will review the contractor's proposed schedule for constructability, to verify that all controlling as well as major items, are shown within the context of the staging, and whether it is reasonable as compared to our experience with production rates.

Construction

On Site Inspection

Civiltech will perform all on site inspection of the contractors' work and operations enforcing compliance with the plans and specifications. Any variations found will either be corrected or a sound solution will be formulated and forwarded to the County for approval.

Individual Item Inspection

Our project team has a vast amount of experience in P.C.C. jointed and bituminous pavement. We will conduct a pre-pour meeting to establish the best practices with the contractor reviewing the proper equipment needed, size of crew, rate of placement, and all other requirements including correct curing. Among all the requirements, we will focus on proper equipment especially the paving train and the vibration system used to achieve proper consolidation. The underground sewer and electrical work will be closely coordinated with the contractor and utilities, our abilities in this type of work will be evident as unknown conflicts that arise are quickly resolved. We are well versed in the installation of traffic signals, both permanent and temporary. Our abilities are enhanced by the powerful backup team of designers who are available should questions arise.

Layout Verification

Our resident engineer or surveyor will verify the contractors' layout staking and their interpretation of the grades. Before any material is placed, a final review will be made checking that the proposed lines and grades have been met, make sense, and all transitions are smooth.

Material Testing and Quality Assurance

It is understood that the contractor will be performing Quality Control for the materials incorporated into this project. We will provide Quality Assurance for material inspection at HMA and PCC plants with our subconsultant **Midland Standard Engineering & Testing, Inc.** Reports will be completed daily. Our IDOT Level II trained resident engineer and assistant or our subconsultant will perform the on-site QA material testing. We have the knowledge and capability to respond quickly to any material problems that may arise. We will keep in constant communication so recommendations for changes if needed can be submitted and approved without delaying the project. Landscaping items will be coordinated with the County's representative. As always, any items lacking proper inspection from the contractor will be measured, but not paid. We will deliver updated holdback reports to the contractor so they know what is deficient and can re-familiarize themselves with what we have already instructed them is required for payment.

Project Documentation

Civiltech will document all project activities daily in the diary, field books, and inspectors' daily reports with the Illinois Construction Records System (ICORS) since IDOT has trained and approved us to use it. Weekly reports of the project's progress will be forwarded to McHenry County and the contractor. These weekly reports will be one of the tools used to review the progress of the work with the contractor and what should be done to stay on schedule. Measurements of work completed will be documented daily, posted to the quantity book, and when possible, agreed to with the contractor.

Contract Changes

No substantial changes in contract work or quantities will be done without the prior approval of McHenry County. We will investigate the reason for any change and forward our recommendations to the County for approval. As the County's representative and as part of our construction engineering services, our resident engineer will make decisions and interpretations regarding the improvement that do not substantially increase the cost or negatively affect its overall quality. We will keep the County informed of these decisions and, as mentioned above, seek their opinion on items that will impact the overall projects. Actual authorizations for change orders will include all necessary items and detailed reasons. We will maintain a record of the dollar total for all changes and provide direction toward keeping the costs within the budget.

Pay Estimates

Pay estimates will be compiled regularly as a reasonable amount of work is completed, typically on a monthly basis. Only items that have been measured and thoroughly checked in the quantity book and IDR's will be placed on the estimates. The contractor will have an opportunity to review them as well before processing, but as stated before, no item will be paid without the proper material inspection.

Erosion Control Inspection

Correct installation for all erosion and sediment control measures per the approved plan will be verified. The measures will be inspected weekly or after rain events. Incidents of Non-compliance will be documented and forwarded to the contractor for immediate repair and the IEPA. We will be adamant about the protection of wetlands and other sensitive areas and maintain close contacts with representatives for the US Army Corps of Engineers and the Soil and Water Conservation District.

Submittal Review

Important submittals will be required from the contractor early on in the project and repeatedly requested if they are not received in a timely fashion. We will review them, return them to the contractor for any revisions, and forward them to the County with our recommendations for approval. A status file of submittals will be maintained for tracking purposes, and we will verify that what is shown in the approved submittal is incorporated into the project. Any contractor requests for information or changes will also be reviewed and recommendations given to County.

Traffic Control Inspection

Civiltech will review the traffic control for correct installation. We will look for and enforce not only compliance with the traffic control standards, but keep an eye towards how it appears to the everyday motorists. It should be clear where to safely travel. The traffic control will be inspected at least twice a day and in actuality whenever we travel through the project. Night inspections for verifying equipment reflectivity, steady-burn light outages, striping, and after hours traffic safety will be performed regularly. We will keep McHenry County and the contractor informed of the traffic control status daily, document any deficiencies, and forward them onto the contractor for immediate action. Should the contractor fail to correct the deficiencies in a timely manner, they will be charged damages per the contract. We will closely monitor staging switches, and remind the contractor to post the “New Lanes Open, Stop Here” signs to protect the public from old travel habits. After careful consideration of the progress schedule and remaining work, we will recommend to the County and the contractor the most logical time to shut down for the winter. It should be clear where to travel through a project that is safely winterized. Vertical panels should replace barricades, pavement drop offs must be protected or eliminated, access to businesses and residences must be stabilized, and other equipment must be placed to not only protect travelers but also allow for snow removal operations.

Stakeholder Coordination / Progress Meetings

We specialize in coordination between multiple entities, and we will conduct progress meetings during construction to help achieve the common goal of a successful project. More details of how we accomplish this task are described in the Project Coordination Section.

Completion and Final

Final Phase

Civiltech will monitor the project throughout the winter shut down and forward to the contractor for correction safety concerns that may arise such as traffic control. We will ready our forces and continue coordination much like it was described in the pre-construction portion of this proposal.

Contractor’s Punch-list

We will enlist items from all those involved with the project. Then, after our detailed inspection and McHenry County’s full input, we will produce a final punch-list for the contractor to finish before the project will be considered complete. Constant communication and follow up with the contractor will be performed to ensure that all items and stakeholders are satisfied with the completed work. Only when all punch-list items are completed will we make recommendations to the County concerning final acceptance.

Final Inspection

The final inspection for the project will be held when all items of the punch-list have been completed. We will conduct the final inspection with all interested parties present, most importantly the County’s representatives. Separate final inspections will be held when required by other agencies such as IDOT regarding the traffic signal turn on or lighting. The project’s Notice of Termination will be completed and forwarded to the IEPA.

Final Documentation

All pay items will be final measured, calculated, and checked. They will be marked and posted as final on the IDR's and in the quantity book. Full backups for all ICORS documentation will be delivered. We will provide all backup documentation as well as the necessary cross referencing so the final quantities are clear and can be easily verified.

Record Drawings

The contractor's record drawings will be reviewed for accuracy and all dimensions shown will be verified. We will also provide a detailed set of "As Built" drawings for the County's permanent records. All changes will be noted and the drawings will be reproducible.

Material Certification

We will work closely with the contractor to resolve all the material deficiencies that may still be present on the holdback reports. Any material inspection required for quality assurance will be reviewed for accuracy and completeness. We are committed to resolving all material deficiencies. However, if after we do all we possibly can to help, and the contractor still cannot provide what is needed, those deficient items will not be paid.

Final Pay Estimate

Only after all final measurements have been verified and material inspection assured will we create the final pay estimate and forward it to the County for approval.

Project Records

Civiltech will compile all the project records in an orderly fashion. They will be labeled, arranged, and a table of contents provided for easy review. The completed set of records will be promptly submitted to McHenry County.

MIDLAND STANDARD ENGINEERING & TESTING, INC.

558 Plate Drive Unit 6
East Dundee, Illinois 60118
(847) 844-1895 f(847) 844-3875

April 13, 2011

Mr. James D. Ewers, P.E.
Civiltech Engineering, Inc.
450 E. Devon Avenue
Suite 300
Itasca, Illinois 60143

Re: **Quality Assurance** Inspection and Testing Services
Route 31 @ Klasen Road #96-00209-01-PV
McHenry County, Illinois

Dear Mr. Ewers:

We have prepared this unit rate and cost estimate proposal to provide Quality Assurance services for your project in McHenry County, Illinois. In this proposal we have included rates for personnel, equipment and materials to conduct field inspection for HMA pavements and portland cement concrete, field inspection of embankment fill, subgrade soils and backfill, laboratory testing and documentation required.

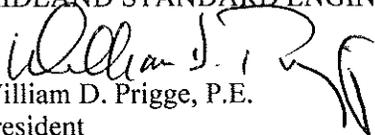
We propose to provide the necessary inspections and testing using experienced, certified personnel and recognized test procedures developed by IDOT, ASTM, AASHTO, ACI, etc. Our services would be provided at the request of your designated representative on a unit rate basis in accordance with the Schedules of Services and Fees-Attachment 1, included in this proposal package. The final cost of these services will be based upon the total amount of work performed.

It is our understanding that this work is anticipated for the 2012 construction season. We are staffed and equipped to aid you in the successful completion of your projects and are available to discuss any aspect of our proposal at your convenience.

Based on the project information submitted we have prepared cost estimates for the anticipated work. The estimate submitted assumes PREVAILING WAGE work. The final cost of these services will be based upon the total amount of work performed.

We are staffed and equipped to aid you in the successful completion of your projects and are available to discuss any aspect of our proposal at your convenience.

Sincerely,
MIDLAND STANDARD ENGINEERING & TESTING, INC.


William D. Prigge, P.E.
President
WDP/mlj

Attachment 1: Schedule of Services and Fees
Attachment 1.1: Cost Estimate

SCHEDULE OF SERVICES AND FEES-ATTACHMENT 1
QUALITY ASSURANCE
CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES

FOR

FAU Route 117 (IL Route 31) @ Klasen Road
Section #96-00209-01-PV
McHenry County, Illinois

PREPARED BY
MIDLAND STANDARD ENGINEERING & TESTING, INC.
EAST DUNDEE, ILLINOIS

MIDLAND STANDARD ENGINEERING & TESTING, INC.

BASIS OF RATES

SCHEDULE OF SERVICES AND FEES-ATTACHMENT 1

We propose to provide the necessary Engineering Consultation and Quality Control inspections and testing, using experienced personnel, in accordance with the project specifications and recognized test procedures developed by, IDOT, ASTM, ACI, AASHTO, etc. We can also provide engineering analysis, problem solving and consultation services as requested.

Our services would be provided at the request of your designated representative on a unit rate basis in accordance with the Schedules of Services and Fees.

Engineering Technicians or Field Engineers would be assigned to provide the field services as requested by your Designated Representatives. Engineering liaison, review and supervision will be provided by a Project Engineer.

In addition to the field and laboratory technical staff, we are able to provide full engineering backup services. Our engineering staff will be available to provide consultation and recommendations which may be required when job site problems are experienced.

Our billing philosophy is simple and direct. We account and invoice for all time expended on a project by our personnel for inspections, preparing and reviewing reports, attending meetings, resolving problems or providing services productive to the project.

Our field people are quoted on a time basis, which includes being fully equipped and expendable supplies.

ATTACHMENT 1 (CONT'D)

FEE SCHEDULE GENERAL INSPECTION AND TESTING

CONSTRUCTION TESTING AND INSPECTION SERVICES

A. Engineering Technician-Level I/ACI Technician
(MATERIAL TESTER 1)

We will provide the services of an Engineering Technician for a fee of..... \$ 96.00
per hour. A four (4) hour minimum/ day is applicable

B. Engineering Technician Level II PCC Technician
(MATERIAL TESTER 2)

We will provide the services of Level II Engineering Technician for a fee of..... \$ 101.00
per hour. A four (4) hour minimum/ day is applicable

C. Engineering Technician- Level I BIT Technician
(MATERIAL TESTER 1)

We will provide the services of an Engineering Technician for a fee of..... \$ 96.00
per hour. A four (4) hour minimum/ day is applicable

D. Engineering Technician- Level II BIT Technician
(MATERIAL TESTER 2)

We will provide the services of a Level II Engineering Technician for a fee of..... \$ 101.00
per hour. A four (4) hour minimum/ day is applicable

E. Engineering Technician- Soils and Backfill
(MATERIAL TESTER 2)

We will provide the services of a Soils Engineering Technician for a fee of..... \$ 101.00
per hour. A four (4) hour minimum/ day is applicable

ATTACHMENT 1 (CONT'D)

F. Engineering Services –All Projects

Engineering Services for inspection, test evaluation, contract administration, laboratory and field supervision, resolution of special problems, preparation of reports, job-site and other job related meetings and consultation will be furnished in accordance with the following schedule of hourly rates:

PW Administrator.....	\$ 75.00
Field Engineer.....	\$ 95.00
Steel Inspector (Level II).....	\$ 90.00
Staff Engineer.....	\$ 90.00
Project Engineer	\$ 95.00
Project Manager or Materials Consultant, P.E.....	\$ 110.00
Geotechnical Engineer, P.E.....	\$ 125.00
Principal Engineer, P.E.....	\$ 145.00

G. Laboratory Services

Our fully equipped laboratory can provide a full range of tests, rates for tests not specifically quoted available on request.

1. Compressive Strength tests of concrete cylinders, including expendable supplies (molds), curing at MSET, (Pick-up additional)	\$ 17.00 ea.
2. Flexural Strength tests of concrete beams, including reusable molds, curing at MSET and disposal, (Pick up additional)	\$ 50.00 ea.
3. Aggregate Gradation	
Dry Sieve Analysis.....	\$ 60.00 ea.
Washed Sieve Analysis.....	\$ 70.00 ea.
Hydrometer & Sieve Analysis.....	\$ 90.00 ea.
4. Atterberg Limits ASTM D4318.....	\$ 80.00 ea.
5. Theoretical Maximum Density ASTM D 2041	\$ 155.00 ea.
6. Asphalt Content by Reflux Extraction	\$ 100.00 ea.
7. Asphalt Content by Reflux Extraction with Gradation	\$ 165.00 ea.
8. Asphalt Content by Ignition Oven	\$ 100.00 ea.
9. Asphalt Content by Ignition Oven with Gradation	\$ 165.00 ea.
10. Bulk Specific Gravity of Gyratory Specimen	
a. (set of two) and air voids.....	\$ 315.00 ea.
11. Laboratory Compaction Characteristics Using Standard Effort ASTM D 698.....	\$ 155.00 ea.
12. Laboratory Compaction Characteristics Using Modified Effort ASTM D 1557.....	\$ 175.00 ea.

H. Miscellaneous Services

Concrete cylinder pick-up trips will be invoiced when cylinders are picked up as a special trip and not returned to laboratory by MSET personnel commuting to jobsite\$ 75.00 each

NOTES TO FEE SCHEDULE

1. a. Personnel rates quoted are based on rates quoted above are based on first shift work days, Monday through Friday, and up to 8 hours, per man, per day. Shift differentials are applied to straight time rates as follows:
 - First Shift - 6am-2pm, Rates x 1.0
 - Second Shift - 2pm-10pm, Rates x 1.10
 - Third Shift - 10pm-6am, Rates x 1.25Shift rate differentials are determined by the starting time of the inspection shift.
- b. Overtime rates are applicable to all work per man, over 8 hours per day, on Saturdays, Sundays and holidays. Overtime rates are 1.40 times the applicable straight time rate, (after applying the shift differential). An eight (8) hour minimum daily charge applies for second shift, third shift, weekend and holiday work.
- c. An overtime multiplier of 1.5 times the listed rates may be applied for laboratory testing such as concrete strength testing conducted outside of normal business hours, if required on a job to job basis.
2. Personnel rates are billed portal to portal from our East Dundee facilities. For full time assignments we will attempt to assign personnel to report directly to the job site.
3. Invoices will be submitted once a month for services rendered during the prior month.
4. Rates quoted above include 4 copies of reports distributed and mailed in accordance with your instructions. Additional copies will be billed at a rate of \$0.25 per sheet.
5. The presence of our personnel on site will be for the express purpose of observing the work and performing specific tests to document compliance of the work with the applicable specifications. We will not be responsible for job site safety, that duty being properly an obligation of the Contractor, who should be so informed. We will comply fully with the Contractor's safety program.
6. Services and fees not specifically listed above will be quoted upon request.
7. Unit Rates quoted above are applicable until 3/1/13 and are based on our staffing conditions, current as of the date of this proposal.

FAU Route 117 (IL Route 31) at Klasen Road
McHenry County, IL

Estimate of Testing & Inspection Costs					ATTACHMENT 1.1											LAB COST EXTENSION	WORK ITEM TOTAL		
WORK DESCRIPTION	TEST QTY	INSPECTION PERSONNEL REQUIREMENTS			COST EXTENSION	LABORATORY TESTING													
		PCC TESTER 1 (mandays)	HMA TESTER 1 (mandays)	MAT'L TESTER 2 (mandays)		Cylinders	Asphalt Content & Gradation	Gyratory Voids	Maximum Specific Gravity	Organic Content & pH	Wash Sieve	HMA Core Density	Standard Proctor	Hydrometer & Atterberg	Cylinder Pickup				
Estimate of Testing & Inspection Costs																			
EARTHWORK																			
Earth Excavation/Fill	53,968 cu yd			12.0	\$9,696.00								3	3			\$975.00	\$10,671.00	
Furnished Excavation	19,019 cu yd																		
PGE, Subgrade	3,055 cu yd																		
Trench Backfill, Special	5,390 cu yd			2.0	\$1,616.00													\$1,616.00	
Aggregate Subgrade, 12"	69,051 sq yd			4.0	\$3,232.00													\$3,232.00	
Subbase Granular, Type B	71,936 sq yd			6.0	\$4,848.00													\$4,848.00	
Topssoil	7,506 cu yd													1	1			\$225.00	
CONCRETE																			
397 Driveways (8")	1,788 sq yd	2.5			\$1,920.00	20												\$250.00	
37 HE Pavement, 10"	131 sq yd	0.5			\$384.00	4												\$715.00	
13382 PCC Pavement, 10" Jointed	48,175 sq yd	14.0			\$10,752.00	56												\$143.00	
1200 Curb and Gutter, B-6.24	21,613 lf	6.0			\$4,608.00	24												\$2,002.00	
10 Curb and Gutter, B-6.12	271 lf	0.5			\$384.00	4												\$143.00	
20 PCC Sidewalk (5")	1,318 sq ft	0.5			\$384.00	4												\$68.00	
571 Median, 4"	46,289 sq ft	1.0			\$768.00	8												\$858.00	
196 Median, B-6.12	10,621 sq ft	1.0			\$768.00	4												\$68.00	
104 Median B-6.24	5,667 sq ft	1.0			\$768.00	4												\$286.00	
Handholes	32 ea	1.0			\$768.00	4												\$143.00	
Foundations	134 ft	1.0			\$768.00	4												\$143.00	
HMA PAVEMENT																			
735 HMA Patches, 10"	1,326 sq yd		4.0		\$2,976.00		1	1	1				3					\$759.00	
531 Driveways, 6"	1,596 sq yd		1.0		\$744.00		1	1	1									\$645.00	
110 Driveways, 8"	247 sq yd		0.5		\$372.00													\$372.00	
306 HMA Shoulder, 6"	927 sq yd		1.0		\$744.00		1	1	1				3					\$759.00	
1064 HMA Pavement, FD, 6"	3,195 sq yd		1.0		\$744.00		2	2	2				10					\$1,670.00	
2596 HMA Pavement, FD, 9-1/2"	4,923 sq yd		2.0		\$1,488.00								10					\$380.00	
1202 HMA Pavement, FD, 14"	1,547 sq yd		1.0		\$744.00		2	2	2				10					\$1,670.00	
Surface Course-NS0	762 ton		1.0		\$744.00		1	1	1				5					\$835.00	
SUBTOTAL TECHNICIANS					\$50,220.00	136	8	8	8	1	1	41	4	4	33			\$12,955.00	\$63,175.00
		\$768.00 /dy	\$744.00 /dy	\$808.00 /dy	\$50,220.00	\$17.00 /ea	\$165.00 /ea	\$315.00 /ea	\$165.00 /ea	\$80.00 /ea	\$70.00 /ea	\$38.00 /ea	\$155.00 /ea	\$170.00 /ea	\$75.00 /ea				
		\$22,272.00	\$8,556.00	\$19,392.00	\$50,220.00	\$2,312.00	\$1,320.00	\$2,520.00	\$1,320.00	\$80.00	\$70.00	\$1,558.00	\$620.00	\$680.00	\$2,475.00			\$12,955.00	
ALLOWANCE FOR ADDITIONAL ITEMS																			
PCC Tester 1	56 hr.				\$7,526.40														
HMA Tester 1	30 hr.				\$3,906.00														
Material Tester 2	10 hr.				\$1,414.00														
PW Administration	0 hr.				\$0.00														
Field Engineer	24 hr.				\$2,280.00														
Project Engineer	16 hr.				\$1,760.00														
Principal Engineer	4 hr.				\$580.00														
subtotal of laboratory testing= \$12,955.00 subtotal of technician time= \$50,220.00 subtotal of additional allowances= \$17,466.40 GRAND TOTAL w/additional allowance= \$80,641.40																			

**RESOLUTION
APPROVING AN INTERGOVERNMENTAL AGREEMENT
WITH THE STATE OF ILLINOIS FOR THE CONSTRUCTION ENGINEERING AND
CONSTRUCTION OF THE ILLINOIS ROUTE 31 AT VIRGINIA ROAD AND KLASEN
ROAD PROJECT**

WHEREAS, in order to obtain federal and state funding of local highway improvements, McHenry County is required, under Illinois Department of Transportation policies, to enter into an agreement for the funding of said local improvements; and

WHEREAS, McHenry County and the Illinois Department of Transportation have studied the Illinois Route 31 and Algonquin Road intersection extensively concluding the need to construct the Illinois Route 31 Western Algonquin Bypass which is part of the approved McHenry County Division of Transportation's FY 2011 to 2015 Highway Improvement Program; and

WHEREAS, part of the said improvements will include the improvement of the Illinois Route 31/Virginia Road/Klasen Road intersection; and

WHEREAS, the attached intergovernmental agreement between the State of Illinois and the County of McHenry defines the Local Agency participation where the County shall be reimbursed 100% for all costs for the improvement in accordance with said agreement attached hereto and hereby made a part hereof.

NOW THEREFORE BE IT RESOLVED, by the County Board of McHenry County, Illinois, that the attached intergovernmental agreement is hereby approved; and

BE IT FURTHER RESOLVED, that this project has been designated as Section 96-00209-01-PV; and

BE IT FURTHER RESOLVED, that the Chairman is hereby authorized to execute said agreement; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to transmit two certified copies of this resolution to the Director of Transportation/County Engineer, one of which will be forwarded to the Illinois Department of Transportation through its regional engineer's office at Schaumburg, Illinois.

DATED at Woodstock, Illinois this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk



**Illinois Department
of Transportation**

**Local Agency Agreement
for Federal Participation**

Local Agency McHenry County	State Contract	Day Labor	Local Contract	RR Force Account
Section 96-00209-01-PV	Fund Type	ITEP Number		

Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-254-09	M-HPP-4064(003)				

This Agreement is made and entered into between the above local agency hereinafter referred to as the "LA" and the state of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LA jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration hereinafter referred to as "FHWA".

Location

Local Name Illinois Route 31 Route FAU 0117 Length 1.34 miles
 Termini Klasen Road to Virginia Road

Current Jurisdiction IDOT Existing Structure No _____

Project Description

Intersection realignment, reconstruction, widening, and add lanes.

Division of Cost

Type of Work	FHWA	%	STATE	%	LA	%	Total
Participating Construction	7,880,000	()	1,970,000	()	()	()	9,850,000
Non-Participating Construction	()	()	()	()	()	()	()
Preliminary Engineering	()	()	()	()	()	()	()
Construction Engineering	872,000	()	218,000	()	()	()	1,090,000
Right of Way	()	()	()	()	()	()	()
Railroads	()	()	()	()	()	()	()
Utilities	()	()	()	()	()	()	()
Materials	()	()	()	()	()	()	()
TOTAL	\$ 8,752,000		\$ 2,188,000		\$ _____		\$ 10,940,000

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.
 If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.
 The Federal share of construction engineering may not exceed 15% of the Federal share of the final construction cost.

Local Agency Appropriation

By execution of this Agreement, the LA is indicating sufficient funds have been set aside to cover the local share of the project cost and additional funds will be appropriated, if required, to cover the LA's total cost.

Method of Financing (State Contract Work)

METHOD A---Lump Sum (80% of LA Obligation) _____
 METHOD B--- _____ Monthly Payments of _____
 METHOD C---LA's Share _____ divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

Agreement Provisions

THE LA AGREES:

- (1) To acquire in its name, or in the name of the state if on the state highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established state policies and procedures. Prior to advertising for bids, the **LA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LA**, and **STATE** and the **FHWA**, if required.
- (2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.
- (3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
- (4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.
- (5) To maintain or cause to be maintained, in a manner satisfactory to the **STATE** and **FHWA**, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.
- (6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
- (7) To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the department; and the **LA** agrees to cooperate fully with any audit conducted by the Auditor General and the department; 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 contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
- (8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- (9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
- (10) (State Contracts Only) That the method of payment designated on page one will be as follows:
 - Method A - Lump Sum Payment. Upon award of the contract for this improvement, the **LA** will pay to the **STATE**, in lump sum, an amount equal to 80% of the **LA**'s estimated obligation incurred under this Agreement, and will pay to the **STATE** the remainder of the **LA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
 - Method B - Monthly Payments. Upon award of the contract for this improvement, the **LA** will pay to the **STATE**, a specified amount each month for an estimated period of months, or until 80% of the **LA**'s estimated obligation under the provisions of the Agreement has been paid, and will pay to the **STATE** the remainder of the **LA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
 - Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LA** will pay to the **STATE**, an amount equal to the **LA**'s share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.
- (11) (Day Labor or Local Contracts) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.
- (12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which this agreement is executed, the **LA** will repay the **STATE** any Federal funds received under the terms of this Agreement.
- (13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which this Agreement is executed, the **LA** will repay the **STATE** any Federal Funds received under the terms of this Agreement.

- (14) (Railroad Related Work Only) The estimates and general layout plans for at-grade crossing improvements should be forwarded to the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval by the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.
- Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.
- The **LA** is responsible for the payment of the railroad related expenses in accordance with the **LA**/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.
- Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (15) And certifies to the best of its knowledge and belief its officials:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - (d) have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.
- (16) To include the certifications, listed in item 15 above and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
- (17) (State Contracts) That execution of this agreement constitutes the **LA**'s concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
- (18) That for agreements exceeding \$100,000 in federal funds, execution of this Agreement constitutes the **LA**'s certification that:
- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;
 - (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;
 - (c) The **LA** shall require that the language of this certification be included in the award documents for all subawards at all ties (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (19) To regulate parking and traffic in accordance with the approved project report.
- (20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.
- (21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.
- (22) That the **LA** may invoice the **STATE** monthly for the **FHWA** and/or **STATE** share of the costs incurred for this phase of the improvement. The **LA** will submit supporting documentation with each request for reimbursement from the **STATE**. Supporting documentation is defined as verification of payment, certified time sheets, vendor invoices, vendor receipts, and other documentation supporting the requested reimbursement amount.
- (23) To complete this phase of the project within three years from the date this agreement is approved by the **STATE** if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
- (24) Upon completion of this phase of the improvement, the **LA** will submit to the **STATE** a complete and detailed final invoice with all applicable supporting supporting documentation of all incurred costs, less previous payments, no later than one year from the date of completion of this phase of the improvement. If a final invoice is not received within one year of completion of this phase of the improvement, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

- (25) (Single Audit Requirements) That if the **LA** receives \$500,000 or more a year in federal financial assistance they shall have an audit made in accordance with the Office of Management and Budget (OMB) Circular No. A-133. **LA**'s that receive less than \$500,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** with 30 days after the completion of the audit, but no later than one year after the end of the **LA**'s fiscal year. The CFDA number for all highway planning and construction activities is 20.205.
- (26) That the **LA** is required to register with the Central Contractor Registration (CCR), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. If you do not have a CCR number, you must register at <https://www.bpn.gov/ccr>. If the **LA**, as a sub-recipient of a federal funding, receives an amount equal to or greater than \$25,000 (or which equals or exceeds that amount by addition of subsequent funds), this agreement is subject to the following award terms: <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf> and <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>.

THE STATE AGREES:

- (1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the **LA**'s certification of compliance with Titles II and III requirements.
- (2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.
- (3) (Day Labor) To authorize the **LA** to proceed with the construction of the improvement when Agreed Unit Prices are approved and to reimburse the **LA** for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (4) (Local Contracts) That for agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:
- (a) To reimburse the **LA** for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the **LA**;
- (b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

- (1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction.
- (2) That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation or the contract covering the construction work contemplated herein is not awarded within three years of the date of execution of this Agreement.
- (3) This Agreement shall be binding upon the parties, their successors and assigns.
- (3) For contracts awarded by the **LA**, the **LA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The **LA**'s DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.). In the absence of a USDOT – approved **LA** DBE Program or on State awarded contracts, this Agreement shall be administered under the provisions of the **STATE**'s USDOT approved Disadvantaged Business Enterprise Program.
- (4) In cases where the **STATE** is reimbursing the **LA**, obligations of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
- (5) All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Number 1 Location Map

(Insert addendum numbers and titles as applicable)

The LA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all exhibits indicated above.

APPROVED

Local Agency

APPROVED

State of Illinois
Department of Transportation

Name of Official (Print or Type Name)

Gary Hannig, Secretary of Transportation

Date

County Board Chairman

Title (County Board Chairperson/Mayor/Village President/etc.)

By:

(Delegate's Signature)

(Delegate's Name - Printed)

(Signature)

Date

The above signature certifies the agency's TIN number is
36-6006623 conducting business as a Governmental
Entity.

Christine M. Reed, Director of Highways/Chief Engineer

Date

DUNS Number 03457868

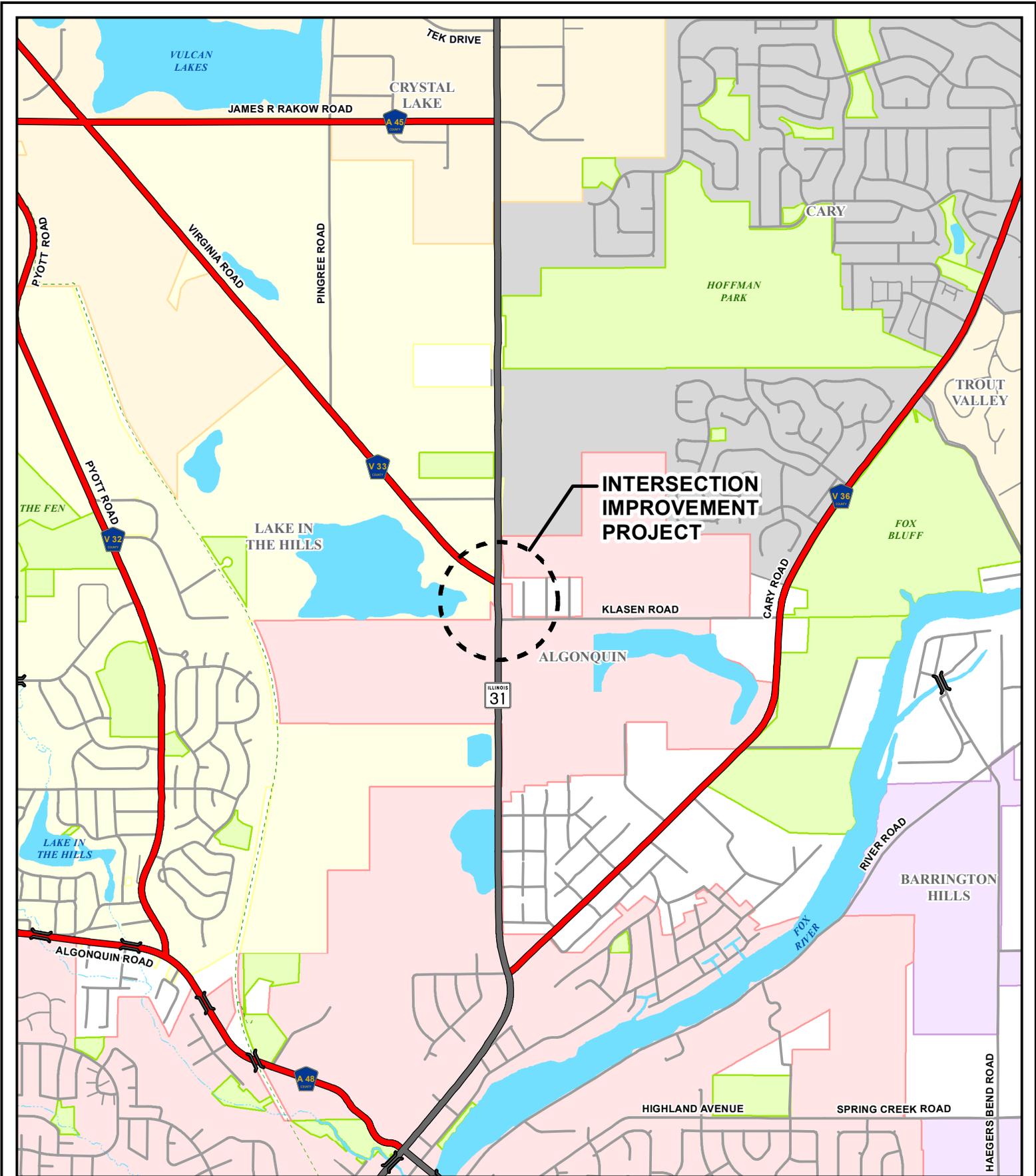
Ellen J. Schanzle-Haskins, Chief Counsel

Date

Matthew R. Hughes, Acting Director of Finance and Administration

Date

NOTE: If signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.



DISCLAIMER
 Information on this map may contain inaccuracies or topographical errors. Information may be changed or updated without notice. Information on this map is provided "as-is" without warranty of any kind, either express or implied, including (without limitation) any implied warranties of merchantability or fitness for a particular purpose. In no event will McHenry County be liable to you or to any third party for any direct, indirect, incidental, consequential, special or exemplary damages or lost profits resulting from any use or misuse of this information. Information herein has been reproduced from original sources. Information produced on this map should not be used in place of a survey or legal documents.

DATE
 Thursday, October 27, 2011

FILE
 IL 31 at Virginia & Klaseen

PROJECTION
 Transverse Mercator
 NAD 1983 State Plane
 Illinois East

LEGEND

- County Route
- State/US Route
- Interstate Route
- Municipal/Township Route
- Rail Road
- Hydrography

0 500 1,000 2,000 Feet

SCALE
 1 inch = 2,000 feet

**IL 31 AT VIRGINIA
 AND KLASSEN
 INTERSECTION**

McHenry County
 Division of Transportation



**RESOLUTION
SETTING THE 2012 MEETING DATES FOR THE TRANSPORTATION
COMMITTEE**

WHEREAS, the McHenry County Board requests that the dates for holding the regular meetings of the Transportation Committee be set for 2012.

NOW THEREFORE BE IT RESOLVED, that the McHenry County Board of McHenry County, Illinois does hereby set the regular session meeting dates of the Transportation Committee to be held in the Division of Transportation Conference Room, 16111 Nelson Road, Woodstock, Illinois for the year 2012 as follows:

Wednesday, January 4, 2012	8:15 a.m.
Wednesday, January 18, 2012	8:15 a.m.
Wednesday, February 1, 2012	8:15 a.m.
Wednesday, February 15, 2012	8:15 a.m.
Wednesday, March 7, 2012	8:15 a.m.
Wednesday, March 21, 2012	8:15 a.m.
Wednesday, April 4, 2012	8:15 a.m.
Wednesday, April 18, 2012	8:15 a.m.
Wednesday, May 2, 2012	8:15 a.m.
Wednesday, May 16, 2012	8:15 a.m.
Wednesday, June 6, 2012	8:15 a.m.
Wednesday, June 20, 2012	8:15 a.m.
Wednesday, July 18, 2012	8:15 a.m.
Wednesday, August 1, 2012	8:15 a.m.
Wednesday, August 15, 2012	8:15 a.m.
Wednesday, September 5, 2012	8:15 a.m.
Wednesday, September 19, 2012	8:15 a.m.
Wednesday, October 3, 2012	8:15 a.m.
Wednesday, October 17, 2012	8:15 a.m.
Wednesday, November 7, 2012	8:15 a.m.
Wednesday, November 21, 2012	8:15 a.m.
Wednesday, December 5, 2012	8:15 a.m.
Wednesday, December 19, 2012	8:15 a.m.

BE IT FURTHER RESOLVED, that these meetings shall be distributed in accordance with the Illinois Meetings Act and to all departments of McHenry County government.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

ORDINANCE NO. _____

**ORDINANCE SETTING JUROR PAY AND
MILEAGE REIMBURSEMENT RATE**

WHEREAS, Illinois State Statute 55 ILC S5/4-11 001 provides that the County Board may fix jury fees and mileage to grand, petit and coroner jurors for their service and attending courts; and

WHEREAS, costs associated with jury trials has steadily increased over the past four years; and

WHEREAS, Ordinance 0-9711-42-107 has not been adjusted since November of 1997; and

WHEREAS, the Twenty Second Judicial Circuit of McHenry County is committed to efficiency in juror management while managing costs.

NOW, THEREFORE BE IT ORDAINED, by this County Board of McHenry County, Illinois that the per diem to be paid to qualified citizens of McHenry County chosen to serve as petit jurors shall be paid \$5 for each day of service; and

BE IT FURTHER ORDAINED, that if a qualified juror is selected to serve on a jury, said juror shall be paid \$12.50 for each subsequent day, after the first day of service, until the completion of the trial; and

BE IT FURTHER ORDAINED, that the per diem amount for grand jurors and coroner jurors shall be \$12.50 for each day of service; and

BE IT FURTHER ORDAINED, that all jurors will be compensated for round-trip mileage at the rate specifically set as the minimum pursuant to 55 ILCS 5/4-11001; and

BE IT FUTHER ORDAINED, that said payment schedule shall take effect immediately upon passage by the McHenry County Board and will supersede any and all prior ordinances regarding Juror Pay and Mileage Reimbursement; and

BE IT FURTHER ORDAINED, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Court Administrator, the Director of Purchasing, the County Auditor, the Associate County Administrator-Finance, and the County Administrator.

DATED at Woodstock, Illinois, this 20th day of December, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

Memorandum

To: McHenry County Board Members
CC:
From: Dan Wallis, Trial Court Administrator
Date: 11/2/2011
Re: Juror Pay Ordinance



Every Monday, Tuesday and Wednesday, of each week, jury trials are scheduled to begin. On average, the Jury Commission summonses 160 jurors on Monday who will serve a term of service for one week.

Over the last 3 years the amount paid in per diem rates and mileage has steadily increased to more than \$280,000 a year. The 22nd Judicial Circuit of McHenry County is committed to the efficient use of jurors and has recently taken steps to lessen the number of jurors summoned and decreased the days that jury trials are scheduled to start. Thus reducing the amount per diem paid as well as the mileage reimbursement.

In addition, the Juror Pay Ordinance 0-9711-2-107, passed by the McHenry Board, has not been updated since November of 1997.

It is projected that the changes included in the Resolution to Amend the Juror Pay Ordinance in conjunction with the changes in juror management, will reduce annual costs by \$75,000.00.

Thank you for your continued support.

Respectfully,



James D. Wallis
Trial Court Administrator
22nd Judicial Circuit
McHenry County, Illinois

ORDINANCE

**ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE
COUNTY OF McHENRY, ILLINOIS FOR THE FISCAL YEAR
DECEMBER 1, A.D., 2011 THROUGH NOVEMBER 30, A.D., 2012**

WHEREAS, Illinois law requires that McHenry County adopt an annual budget and appropriation for the succeeding fiscal year (55 ILCS 5/6-1001 through 5/6-1008); and

WHEREAS, this County Board has passed a budget policies Resolution providing guidelines for compilation of the annual budget for Fiscal Year 2011-2012; and

WHEREAS, your Finance and Audit Committee, Associate County Administrator - Finance, and County Administrator, in cooperation with the elected and appointed officials of McHenry County Government and the relevant Standing Committees of the County Board, have compiled the following schedules of expenditures and revenues and do hereby recommend said schedules to this County Board as the Annual Budget and Appropriation Ordinance for Fiscal Year 2011-2012.

NOW, THEREFORE BE IT ORDAINED, by this County Board of McHenry County, Illinois that the schedule of expenditures totaling \$256,286,189 and the schedule of revenues totaling \$256,286,189 hereinafter specified as the Annual Budget and Appropriation Ordinance for Fiscal Year 2011-2012, be and is hereby appropriated for the purposes detailed in the McHenry County Annual Budget for Fiscal Year 2012 and summarized herein for the fiscal period December 1, 2011 through November 30, 2012, said schedules attached herewith and made part hereof; and

BE IT FURTHER ORDAINED, that the appropriations listed and referenced herein are intended to cover all expenditures to be made by the County of McHenry for all of the purposes cited herein for said fiscal period; and

BE IT FURTHER ORDAINED, that all expenditures made during the fiscal period December 1, 2011 through November 30, 2012 are limited to the amounts specified in the schedules cited herein and all expenditures, payments and appropriations for all county purposes are to be limited by the items of said schedules. The County Treasurer, County Auditor, and the Associate County Administrator - Finance shall be governed by the items in this Ordinance in the audit and payment of the bills; and

BE IT FURTHER ORDAINED, that the schedules contained within this Ordinance have been placed on file in the Office of the County Clerk upon its introduction of the County Board on October 18, 2011 for a period of twenty-eight days for the public inspection thereof.

DATED at Woodstock, Illinois, this 15th day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk

ORDINANCE

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR McHENRY COUNTY, ILLINOIS FOR THE FISCAL YEAR DECEMBER 1, 2011 THROUGH NOVEMBER 30, 2012

BE IT ORDAINED by this County Board of McHenry County, Illinois as follows:

SECTION 1. That the Annual Appropriation Ordinance of McHenry County, Illinois for the fiscal year December 1, 2011 through November 30, 2012, has been approved and adopted in accordance with Illinois law and, by reference, is made a part hereof.

SECTION 2. That **\$78,809,995** is the difference between the total amount of money heretofore legally appropriated for all county purposes and the amount of money estimated as received from other sources or on hand, therefore, **\$37,005,000** for general county purposes, and **\$41,804,995** for other purposes, as required by law, be and the same are hereby levied on all property subject to taxation within the County of McHenry, State of Illinois, as the same is assessed and equalized for tax purposes.

SECTION 3. That the purposes for which said amount of **\$78,809,995** is hereby levied shall be as follows:

We have apportioned the estimated other income and use of cash reserves to various items of the budget and would therefore, recommend that the sum of **\$37,005,000** (being the difference between the amount appropriated for the **GENERAL CORPORATE FUND** and the amount estimated as received from other income and use of cash reserves) be levied on all taxable property in said County as assessed for the year 2011 and that the County Clerk be directed to extend a tax on the proper valuation that will obtain the amount shown above for the calendar year 2011 all as provided by law, for GENERAL COUNTY PURPOSES; and

We further recommend that there be levied the sum of **\$360,000** for the **VETERAN'S ASSISTANCE FUND**; and

We further recommend that there be levied the sum of **\$6,400,000** for the **HIGHWAY FUND**; and

We further recommend that there be levied the sum of **\$1,040,000** for the **COUNTY BRIDGE FUND**; and

We further recommend that there be levied the sum of **\$1,110,000** for the **MATCHING TAX FUND**; and

We further recommend that there be levied the sum of **\$4,750,000** for the **ILLINOIS MUNICIPAL RETIREMENT FUND**; and

We further recommend that there be levied the sum of **\$3,290,000** for the **FEDERAL INSURANCE CONTRIBUTIONS ACT FUND**; and

We further recommend that there be levied the sum of **\$3,950,000** for the **LOSS PREVENTION AND PROTECTION FUND**; and

We further recommend that there be levied the sum of **\$12,779,995** for the **MENTAL HEALTH FUND**; and

We further recommend that there be levied the sum of **\$350,000** for the **TUBERCULOSIS CARE AND TREATMENT FUND**; and

We further recommend that there be levied the sum of **\$6,000,000** for the **VALLEY HI NURSING HOME ENTERPRISE FUND**; and

We further recommend that there be levied the sum of **\$1,775,000** for the **SENIOR SERVICES FUND**.

SECTION 4. That aggregate sum of said taxes to be levied is, and shall be in conformance with, all relevant provisions of the Property Tax Extension Limitation Act as validated by the County Clerk.

DATED at Woodstock, Illinois, on this fifteenth day of November, A.D., 2011.

KENNETH D. KOEHLER, Chairman
McHenry County Board

ATTEST:

KATHERINE C. SCHULTZ, County Clerk