

Minutes of the Land Use and Development Committee Meeting

The Land Use and Development Committee of the McLean County Board met on Thursday October 9, 2014 at 3:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Gordon, Members, Brandt, Erickson, Buchanan, Harris and Metsker

Members Absent: Member Wendt

Other Board Members Present:

Staff Present: Ms. Hannah Eisner, Assistant County Administrator, Mr. Don Knapp, First Assistant State's Attorney Civil, Ms. Diana Hospelhorn, Recording Secretary

Department Heads/
Elected Officials
Present: Mr. Phil Dick, Director of Building and Zoning,

Others Present: Mr. Mike Behary, County Planner

Chairman Gordon called the meeting to order at 3:32 p.m. He presented the Minutes from the Land Use and Development Committee for the September 4, 2014 meeting. He asked for any additions or corrections. Hearing none, he approved and placed the September 4, 2014 Land Use and Development Meeting minutes on file as submitted.

Chairman Gordon presented the bills from September 30, 2014 which have been reviewed and recommended for transmittal to the Land Use and Development Committee by the County Auditor. The prepaid total and fund total for September 30, 2014 is \$36,679.43. He asked for any objections to the bills.

Motion by Metsker/Buchanan to recommend approval of the Land Use and Development Committee Bills for September 30, 2014.
Motion carried.

Chairman Gordon informed the Committee that the first item for action on the Agenda is the request by Cathy Winters for a waiver of preliminary plan requirements and a one lot final subdivision for the Winterview Subdivision, file No. S-14-10.

Mr. Phil Dick, Director of Building and Zoning, referred to an aerial photo distributed to the Committee members. The 90 acre farm property is located at 3720 N 1475 East Road, Heyworth, IL, in Randolph Township. The one lot subdivision is zoned Agriculture. The parcel is currently in crop production. The applicant is setting aside 2.92 acres to build a dwelling in which they plan to live.

Mr. Dick reported that the County Health Department and Staff recommend approval of the request for a waiver of a preliminary plan, approval of the final plat of the Winterview Subdivision. The property is on a state highway. The Illinois Department of Transportation has issued an access permit for the Winterview Subdivision.

Mr. Dick stated that Ms. Winters is present to answer any questions the Committee may have.

Motion by Buchanan/Harris to recommend the Request by Cathy Winters for a waiver of preliminary plan requirements and a one lot final subdivision for the Winterview Subdivision, file No. S-14-10.
Motion carried.

Chairman Gordon continued with the Request of Connie and Steve Hoselton for a waiver of preliminary plan requirements and a one lot final subdivision plat for the Horseshoe Bend Subdivision, File No. S-14-11.

Mr. Dick referred to an aerial photo distributed to the Committee members. The farm property is located at 21495 N 2650 East Road, Lexington, IL, in Lexington Township. The property is zoned Agriculture. The applicants want to set a farm dwelling and two sheds aside from the farm property on a 3.46 acres lot.

Mr. Dick reported that the County Health Department and Staff recommend approval of the request for a waiver of a preliminary plan, approval of the final plat of the Horseshoe Bend Subdivision. The Lexington Township Road Commissioner has signed a plat access certificate for the subdivision.

Mr. Dick noted that the Hoseltons are here to answer any questions the Committee may have.

Motion by Buchanan/Harris to recommend the Request by Connie and Steve Hoselton for a waiver of preliminary plan requirements and a one lot final subdivision for the Horseshoe Bend Subdivision, file No. S-14-14.
Motion carried.

Chairman Gordon continued with the review of the FY 2015 Recommended Budget for the Department of Building and Zoning

Highlights of the Recommended Budget:

Fund: General 0001 - Department: Building & Zoning 0038

Highlights of the Recommended Budget:

REVENUE:

401.0016 Filing Fees/Subdivisions: This line item is budgeted at \$4,000 in the FY 2015 Recommended Budget; \$4,000 was budgeted in the FY 2014 Adopted Budget.

401.0017 Filing Fees/Zoning: This line item is budgeted at \$10,000 in the FY 2015 Recommended Budget. \$18,500 was budgeted in the FY 2014 Adopted Budget. This amount is in line with fees for the past three years.

401.0027 Permit Fees: This line item is budgeted at \$35,000 in the FY 2015 Recommended Budget. \$37,500 was budgeted in the FY 2014 Adopted Budget. . This amount is in line with fees for the past three years.

EXPENDITURES:

Personnel:

The full-time Office Support Specialist II position was eliminated in 2009. There are no Full-Time Equivalent staffing changes for the FY 2015 Recommended Budget.

Materials and Supplies:

Materials and supplies are budgeted at \$7,732 in the FY 2015 Recommended Budget; \$7,988 was budgeted in the FY 2014 Budget. It is estimated that a decrease of 3% for all of these accounts can be made without significantly impacting service.

Services:

Services are budgeted at \$72,655 in the FY 2015 Recommended Budget; \$52,649 was budgeted in the FY 2014 Budget. The increase is due to the amount budgeted for the Regional Service Agreement with the McLean County Regional Planning Commission which is increased by \$20,671 and is budgeted at \$55,457 in the FY 2015 Recommended Budget; \$34,786 was budgeted in FY 2014 Adopted Budget.

Capital Assets:

Capital Assets are budgeted at \$1,568 for FY 2015 which is the same as was budgeted in the FY 2014 Budget. This is for the leased copier/printer for the Department.

Mr. Erickson stated that he has discussed with Mr. Wasson, County Administrator, the possibility of Building and Zoning's revenue being fee based rather than funds coming from the General Fund Revenue.

Mr. Wasson advised that the attempt last year was to raise Building and Zoning fees to be in line with comparable Counties, Peoria County and Champaign County. The dependence on general – property tax revenue is similar with these comparable counties. He added that last year a larger fee increase was recommended to the Committee. The Committee's pleasure was to reduce the recommended fee increases.

Mr. Wasson stressed that it would be a significant change and a significant increase to fees if we were to look at primarily funding Building and Zoning Department through fee revenue, especially since we are not encountering large revenue generating permit processes such as the wind farm. To generate the difference of \$225,000- \$230,000 between the FY 2015 fees and the expenditures, the permit fees would have to be increased 4-5 times.

Mr. Erickson asked if there is a fee increase amount that would help to reduce the funds taken from the general fund. Mr. Wasson stated that an incremental fee increase would be reasonable to the public.

Mr. Erickson asked that looking at the larger budget picture, does he think the County Board is likely to move towards funding Mental Health Services and are other Committees finding budget cuts to narrow the gap of the tax increase. Mr. Wasson responded that there has not yet been expenditure reductions that would reduce the \$200,000 and the tax rate remain the same as FY 2014.

Mr. Wasson advised that by direction of the Committee, staff will go back and evaluate an incremental fee increase for FY 2015.

Mr. Erickson stated that incremental fee increases would be the Land Use and Development's Committee's contribution for reducing the FY 2015 Recommended Budget.

Mr. Buchanan asked if at this point in time is it too late to compare fees and make a recommendation for incremental fee increases. Mr. Wasson responded that the fee comparison is assessable. He added that he communicates with Peoria and Champaign County regularly. Mr. Wasson advised that the rate structures and how they are applied are not the same. The challenge will be generating comparables. Recommendations for increases were made in FY 2014. It was the pleasure of the Committee to reduce those fee recommendations. Those recommendations can be reviewed and determined if fees have changed in the last year and make a recommendation to the Committee. He stated that the Committee could tentatively approve the FY 2015 Expenditure Budget for Building and Zoning and revisit the FY 2015 Revenue at the November, 2014 Committee meeting.

Mr. Buchanan expressed he is not sure if increasing fees to reduce the tax rate is rational.

Mr. Erickson noted that with an incremental fee increase we would still be comparable with Peoria and Champaign County's fees.

Mr. Wasson stated that staff will revisit the FY 2014 fee review and make a recommendation to the Committee at the November Land Use and Development Committee Meeting. He added that incremental fee increases are generally more acceptable to the user than substantial fee increases which occur after a number years with no fee increase.

Ms. Metsker asked Mr. Dick if a fee increase would negatively impact building expansion in McLean County. Mr. Dick responded that an incremental fee increase would not impact the County. He added that the only increase in the Building and Zoning FY 2014 Budget is the agreement with Regional Planning Commission.

Ms. Metsker agreed that the Committee should consider a fee increase to help to reduce the FY 2015 Budget with have more service based fees.

Ms. Brandt agreed. She stated that last year's recommendations were too high to enact all at once.

Ms. Bryant asked for an explanation on the Regional Planning Grant. She asked why this is called a Grant. Mr. Wasson responded the Regional Planning Commission has been using unencumbered reserves to reduce the cost of the County, Town of Normal and City of Bloomington's share of contributions for the operation of the Regional Planning Commission since 2010. They have reached a point where that can no longer be done.

Mr. Dick stated that the agreement is not really an expense of the Department. Historically The City of Bloomington, Town of Normal and the County have funded area long term planning with a contract agreement. The County's fee is run through Building and Zoning.

Chairman Gordon stated that the County is already in the budget cycle. He advised that if the Committee is going to direct staff to look at possible fee increases and make a recommendation to the Committee, there will need to be a motion. He recommended the Committee take a more in-depth look at the zoning fee structure in the months after the FY 2015 is adopted.

Ms. Metsker noted the amounts throughout the FY 2015 Recommended Budget for advertising and publications. In Springfield, is there a probability to remove these costs from entities and go to electronic media? Mr. Wasson responded that there is the possibility of incremental changes. He added that there will be continued pressure placed on Legislature by local government entities to reduce these fees.

Ms. Harris agrees, however she stressed that a part of our population does not have access to electronic media.

Mr. Buchanan added that electronic publication in lieu of printed publication would not be the outcome. Electronic publication would be in addition to printed publication.

Motion by Harris/Buchanan to return the
FY 2015 Recommended Revenue and Direct
Staff to Review and Present a Recommendation
at the November 6, 2014 Committee Meeting
For Incremental Fee Increases for
Building and Zoning.
Motion carried.

Motion by Harris/Metsker to recommend
approval of the FY 2015 Recommended
Expenditures for Building and Zoning.
Motion carried.

Chairman Gordon presented the FY 2015 Recommended Budget for the Solid Waste Management Program.

Mr. Dick reviewed the FY 2015 Solid Waste Management Recommended Budget

Solid Waste Management Fund 0001-0159 Department: County Board/Solid Waste Management

Highlights of the Recommended Budget:

REVENUE:

410.0575 Landfill Host Fee: This line item is budgeted at \$140,000 in the FY 2015 Recommended Budget; this is changed from \$160,000 in the FY 2014 Budget. The host fee for FY 2015 is decreased because a lower tonnage is expected to be deposited in the ADA/McLean County Landfill since its expected closure date is June 2017.

Ms. Brandt asked for an explanation of Tipping Fees. Mr. Wasson responded that tipping fees are generated from the activity of the Land Fill and were also received from Henson Disposal recycling facility.

Ms. Metsker asked if the other local recycling facilities generate revenue. Mr. Dick responded that the other local recycling facilities are not Pollution Control Facilities and the County does not have oversight. No host fees are received.

Mr. Wasson added that the only facilities the County has host agreements with are those required to receive authorization of the Pollution Control Site Committee as defined in the Pollution Control Act. Our Solid Waste Plan requires their participation in host agreements. He stated that other revenue options in relation to other facilities and host agreements would be evaluated in the future.

400.0000 Unappropriated Fund Balance: This line item is budgeted at \$20,000 in the FY 2015 Recommended Budget; no dollars were budgeted from this line in the FY 2014 Adopted Budget.

Mr. Erickson asked if this unappropriated fund balance has to be included in the revenue. Mr. Wasson responded that the \$20,000 in revenue is needed to balance the FY 2015 Recommended Budget. This dedicated revenue comes from the Solid Waste Fund.

Mr. Wasson advised that with the Land Fill's likely closure in 2 ½ years, the Community faces the challenge of meeting the currently provided recycling, and solid waste management educational services. The County is working with the City and the Town to identify options available.

Chairman Gordon reported that the Ecology Action Center Board is aware and addressing the concerns. Mr. Michael Brown, Director of the Ecology Action Center keeps the County well apprised of the possible future and the urgency of concern for the City of Bloomington, Town of Normal and the County.

Ms. Metsker asked what planning is being done for funding once the contractual services are no longer available. Mr. Wasson responded that some planning may depend upon another Pollution Control Facility being sited in McLean County. He advised that if this is the case, the City, Town and the County assure that this type of a

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Host Agreement provision will be in place regardless of where it is located within McLean County.

EXPENDITURES:

Contractual Services:

706.0001 Contract Services: This line item is budgeted at \$140,000 in the FY 2015 Recommended Budget; this is unchanged from the FY 2014 Budget.

999.0001 Interfund Transfer: This line item is budgeted at \$20,000 in the FY 2015 Recommended Budget, unchanged from the FY 2014 Adopted Budget. The proposed transfer will fund the composting and educational programs on resource conservation by the Parks and Recreation Department as well as recycling and shredding at the Law & Justice and Government Centers.

Motion by Brandt/Harris to Recommend
Approval of the FY 2015 Recommended
Budget for the Solid Waste Management
Program.
Motion carried.

Chairman Gordon stated that the next meeting of the Land Use and Development Committee will be November 6, 2014 at 3:30 p.m.

Chairman Gordon asked if there was any other information to come before the Committee. Hearing none, he adjourned the Land Use and Development Committee Meeting without objection at 4:35 p.m.

Respectfully Submitted,

Diana Hospelhorn
Recording Secretary