



LAND USE COMMITTEE AGENDA
McLean County Government Center
115 E. Washington Street, Room 400 and 404
Bloomington, IL 61701
Thursday, October 1, 2020
3:30 p.m.
And Via Remote Attendance

CONTEMPORANEOUS ACCESS FOR THE GENERAL PUBLIC IS AVAILABLE IN ROOM 400 OF THE McLEAN COUNTY GOVERNMENT CENTER. STREAMING ACCESS WITH A DELAY AVAILABLE AT THE FOLLOWING LINK: <https://www.mcleancountyil.gov/1393/COVID-19>

1. Call to Order – Chair
2. Consideration of September 3, 2020 minutes
3. Recommendation Concerning Bills and Transfers
4. Appearance by Members of the Public

NOTE CHANGE: To promote health and safety, we encourage individuals or groups to email public comment statements to County Administration at admin@mcleancountyil.gov by Wednesday, September 30, 2020 at 3:30 pm. E-mailed Statements will be placed in the official minutes, even if the statement reads longer than the individual/group time limit (5 minutes for individuals or group spokesperson). If you choose to provide comment in person, requests must be received by County Administration at admin@mcleancountyil.gov pursuant to the time lines in the McLean County Board Rules (24 hours in advance for an item on the agenda and 2 business days in advance of the meeting for items not on the agenda). All requests will be taken in the order in which they are received, and the total time allowed for public comment at Committee meetings per County Board rules is 30 minutes.

Please also note that we will adhere to the Phase 4 direction by the Governor which limits the number of individuals who can gather in the County Board Room. In-person attendance will be on a first come basis (after those who have requested to provide public comment). Recommended social distancing protocols will be adhered to at all meetings.

5. ITEMS FOR ACTION:
 - A. Review the fiscal year 2021 recommended budget for the Department of Building and Zoning; and
 - B. Review the fiscal year 2020 recommended budget for the Solid Waste Management Program.

6. ITEMS FOR INFORMATION:

- A. Report on Recent Employment Activities;
- B. The next meeting date - 3:30 P.M., Thursday, November 5, 2020; and
- C. Other items of information.

7. ADJOURNMENT:

For questions concerning the agenda, please contact the McLean County Department of Building and Zoning at 309-888-5160.

McLean County
Fiscal Year 2021 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 \$5,680 in the FY 2021 Recommended Budget; \$5,680 was budgeted in the FY 2020 Adopted Budget.

401.0017 Filing Fees/Zoning: This line item is budgeted at \$11,200 in the FY 2021 Recommended Budget; \$11,200 was budgeted in the FY 2020 Adopted Budget.

401.0027 Permit Fees: This line item is budgeted at \$456,000 in the FY 2021 Recommended Budget; \$594,000 was budgeted in the FY 2020 Adopted Budget; the actual amount of fees collected in 2020 was \$887,783. It is anticipated that 53 wind turbines will be built in 2021; 94 wind turbines were built in 2020.

407.0154 IHDA Abandoned Property Program: This line item is budgeted at \$40,000 in the FY 2021 Recommended Budget; \$40,000 were budgeted in the FY 2020 Adopted Budget. The Department anticipates a \$40,000 grant from the Illinois Housing Development Authority to assist with the maintenance and demolition of abandoned residential property in the unincorporated area of McLean County.

EXPENDITURES:

Personnel:

There are no Full-Time Equivalent staffing changes for the FY 2021 Recommended Budget.

Materials and Supplies:

Materials and supplies are budgeted at \$6,738 in the FY 2021 Recommended Budget; \$7,019 was budgeted in the FY 2020 Budget.

Services:

Services are budgeted at \$110,561 in the FY 2021 Recommended Budget; \$110,785 was budgeted in the FY 2020 Budget. The increase was for telephone service which has been at approximately \$2,820 for three years.

Capital Assets:

Capital Assets are budgeted at \$0 for the FY 2021 Recommended Budget; \$0 was budgeted in the FY 2020 Budget.

Account Fund	Account Description	2019 Adopted Budget	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Department Head	2021 County Administrator	% Change
0001 - GENERAL FUND									
REVENUE									
Department 0038 - BUILDING & ZONING									
Sub-Department 0040 - ZONING & SUBDIVISIONS									
<i>Lic., Permits, Fees</i>									
0410.0008	Copy Fees	100.00	.00	100.00	100.00	20.58	100.00	100.00	
0410.0016	Filing Fees/Subdiv. Plats	5,680.00	3,220.00	5,680.00	5,680.00	2,955.00	5,680.00	5,680.00	
0410.0017	Filing Fees/Zoning Cases	11,200.00	14,894.00	11,200.00	11,200.00	9,505.20	11,200.00	11,200.00	
0410.0027	Permit Fees	438,000.00	624,571.50	594,000.00	594,000.00	887,783.00	456,000.00	456,000.00	(23)
	<i>Lic., Permits, Fees Totals</i>	\$454,980.00	\$642,685.50	\$610,980.00	\$610,980.00	\$900,263.78	\$472,980.00	\$472,980.00	(23%)
<i>Intergovernmental</i>									
0407.0154	IHDA Abandoned Property Program	40,000.00	10,685.00	40,000.00	40,000.00	.00	40,000.00	40,000.00	0%
	<i>Intergovernmental Totals</i>	\$40,000.00	\$10,685.00	\$40,000.00	\$40,000.00	\$0.00	\$40,000.00	\$40,000.00	0%
<i>Charges For Services</i>									
0410.0031	Sale Of Maps, Ords, Resol	100.00	.00	100.00	100.00	.00	100.00	100.00	
	<i>Charges For Services Totals</i>	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	0%
<i>Miscellaneous</i>									
0410.0035	Unclassified Revenue	3,000.00	2,486.92	3,000.00	3,000.00	3,077.84	3,000.00	3,000.00	
	<i>Miscellaneous Totals</i>	\$3,000.00	\$2,486.92	\$3,000.00	\$3,000.00	\$3,077.84	\$3,000.00	\$3,000.00	0%
	Sub-Department 0040 - ZONING & SUBDIVISIONS	\$498,080.00	\$655,857.42	\$654,080.00	\$654,080.00	\$903,341.62	\$516,080.00	\$516,080.00	(21%)
	Totals	\$498,080.00	\$655,857.42	\$654,080.00	\$654,080.00	\$903,341.62	\$516,080.00	\$516,080.00	(21%)
	Department 0038 - BUILDING & ZONING	\$498,080.00	\$655,857.42	\$654,080.00	\$654,080.00	\$903,341.62	\$516,080.00	\$516,080.00	(21%)
	REVENUE TOTALS	\$192,610.00	\$189,084.70	\$197,178.00	\$197,178.00	\$131,259.65	\$202,201.00	\$202,201.00	3%
EXPENSE									
Department 0038 - BUILDING & ZONING									
Sub-Department 0040 - ZONING & SUBDIVISIONS									
<i>Salaries</i>									
0503.0001	FULL-TIME EMPLOYEES SAL.	176,092.00	176,840.32	179,889.00	179,889.00	119,568.52	184,550.00	184,550.00	3
0516.0001	OCCASIONAL/SEASONAL EMP.	8,888.00	7,576.61	9,009.00	9,009.00	8,158.31	9,371.00	9,371.00	4
0520.0001	PER DIEM EMPLOYEES	7,280.00	4,147.00	7,280.00	7,280.00	3,055.00	7,280.00	7,280.00	
0526.0001	OVERTIME PAY	350.00	520.77	1,000.00	1,000.00	477.82	1,000.00	1,000.00	
	<i>Salaries Totals</i>	\$192,610.00	\$189,084.70	\$197,178.00	\$197,178.00	\$131,259.65	\$202,201.00	\$202,201.00	3%
<i>Fringe Benefits</i>									
0599.0002	EMPLOYEE MEDICAL/LIFE INS	20,802.00	20,802.00	21,477.00	21,477.00	10,738.50	22,551.00	22,551.00	5
	<i>Fringe Benefits Totals</i>	\$20,802.00	\$20,802.00	\$21,477.00	\$21,477.00	\$10,738.50	\$22,551.00	\$22,551.00	5%
<i>Supplies</i>									
0608.0001	GASOLINE/OIL/DIESEL FUEL	2,593.00	1,586.31	2,541.00	2,541.00	860.51	2,439.00	2,439.00	(4)
0612.0001	BOOKS/VIDEOS/PUBLICATIONS	646.00	257.00	633.00	633.00	345.00	608.00	608.00	(4)

Account	Account Description	2019 Adopted Budget	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Department Head	2021 County Administrator	% Change
Fund 0001	GENERAL FUND								
	EXPENSE								
Department 0038	BUILDING & ZONING								
Sub-Department 0040	ZONING & SUBDIVISIONS								
	Supplies								
0620.0001	OPERATING/OFFICE SUPPLIES	1,562.00	1,236.29	1,531.00	1,531.00	709.98	1,470.00	1,470.00	(4)
0621.0001	NON-MAJOR EQUIPMENT	730.00	63.98	715.00	715.00	.00	686.00	686.00	(4)
0628.0001	Copy Machine Expenses	384.00	114.90	376.00	376.00	80.55	361.00	361.00	(4)
0629.0001	LETTERHEAD/PRINTED FORMS	384.00	332.00	376.00	376.00	85.00	361.00	361.00	(4)
0630.0001	POSTAGE	864.00	603.10	847.00	847.00	346.56	813.00	813.00	(4)
	Supplies Totals	\$7,163.00	\$4,193.58	\$7,019.00	\$7,019.00	\$2,427.60	\$6,738.00	\$6,738.00	(4%)
	Services								
0701.0001	ADVERTISING/LEGAL NOTICES	3,842.00	2,315.57	3,765.00	3,765.00	3,915.24	3,614.00	3,614.00	(4)
0706.0001	CONTRACT SERVICES	40,000.00	10,685.00	40,000.00	40,000.00	.00	40,000.00	40,000.00	
0715.0001	DUES AND MEMBERSHIPS	1,008.00	615.00	988.00	988.00	650.00	988.00	988.00	
0718.0001	SCHOOLING & CONFERENCES	3,073.00	1,773.97	3,012.00	3,012.00	86.50	2,892.00	2,892.00	(4)
0726.0002	EXPERT WITNESS EXPENSE	384.00	.00	376.00	376.00	.00	361.00	361.00	(4)
0728.0001	TRANSCRIPT EXPENSE	384.00	.00	376.00	376.00	.00	361.00	361.00	(4)
0742.0001	VEHICLE MAINT. REPAIR	1,078.00	1,087.58	1,600.00	1,600.00	156.64	1,536.00	1,536.00	(4)
0773.0001	NON-CONTRACTUAL SERVICES	672.00	28.00	659.00	659.00	.00	633.00	633.00	(4)
0790.0004	EQUIPMENT RENTAL	2,233.00	1,135.73	2,188.00	2,188.00	767.20	2,100.00	2,100.00	(4)
0793.0001	TRAVEL EXPENSE	1,335.00	1,090.10	1,308.00	1,308.00	266.80	1,256.00	1,256.00	(4)
0795.0003	TELEPHONE SERVICE	2,209.00	2,820.69	2,165.00	2,165.00	1,884.04	2,820.00	2,820.00	30
	Services Totals	\$56,218.00	\$21,551.64	\$56,437.00	\$56,437.00	\$7,726.42	\$56,561.00	\$56,561.00	0%
	Transfer To Other Funds								
0771.0001	REGIONAL PLANNING GRANT	54,348.00	54,000.00	54,348.00	54,348.00	54,000.00	54,000.00	54,000.00	(1)
	Transfer To Other Funds Totals	\$54,348.00	\$54,000.00	\$54,348.00	\$54,348.00	\$54,000.00	\$54,000.00	\$54,000.00	(1%)
Sub-Department 0040	ZONING & SUBDIVISIONS	\$331,141.00	\$289,631.92	\$336,459.00	\$336,459.00	\$206,152.17	\$342,051.00	\$342,051.00	2%
Department 0038	BUILDING & ZONING	\$331,141.00	\$289,631.92	\$336,459.00	\$336,459.00	\$206,152.17	\$342,051.00	\$342,051.00	2%
	EXPENSE TOTALS	\$331,141.00	\$289,631.92	\$336,459.00	\$336,459.00	\$206,152.17	\$342,051.00	\$342,051.00	2%
Fund 0001	GENERAL FUND	\$498,080.00	\$655,857.42	\$654,080.00	\$654,080.00	\$903,341.62	\$516,080.00	\$516,080.00	(21%)
	REVENUE TOTALS	\$498,080.00	\$655,857.42	\$654,080.00	\$654,080.00	\$903,341.62	\$516,080.00	\$516,080.00	(21%)
	EXPENSE TOTALS	\$331,141.00	\$289,631.92	\$336,459.00	\$336,459.00	\$206,152.17	\$342,051.00	\$342,051.00	2%
Fund 0001	GENERAL FUND	\$166,939.00	\$366,225.50	\$317,621.00	\$317,621.00	\$697,189.45	\$174,029.00	\$174,029.00	(45%)
	Net Grand Totals	\$166,939.00	\$366,225.50	\$317,621.00	\$317,621.00	\$697,189.45	\$174,029.00	\$174,029.00	(45%)

Budget Worksheet Report

Budget Year 2021

REVENUE GRAND TOTALS	\$498,080.00	\$655,857.42	\$654,080.00	\$903,341.62	\$516,080.00	\$516,080.00	(21%)
EXPENSE GRAND TOTALS	\$331,141.00	\$289,631.92	\$336,459.00	\$206,152.17	\$342,051.00	\$342,051.00	2%
Net Grand Totals	\$166,939.00	\$366,225.50	\$317,621.00	\$697,189.45	\$174,029.00	\$174,029.00	(45%)

<u>Acct</u>	<u>Grade</u>	<u>Class</u>	<u>Class Name</u>	2019		2020		2021	
				<u>FTE</u>	<u>Budget</u>	<u>FTE</u>	<u>Budget</u>	<u>FTE</u>	<u>Budget</u>
0503	0325	13	Director-Building and Zoning	1.00	\$98,162	1.00	\$95,845	1.00	\$98,162
0503	6011	10	Planner-B&Z	0.00	\$0	0.00	\$0	0.00	\$0
0503	6003	07	Zoning Enforcement Officer	1.00	\$41,736	1.00	\$40,511	1.00	\$41,736
0503	6001	07	Senior Field Inspector- B&Z	1.00	\$44,652	1.00	\$43,532	1.00	\$44,652
0516	0399	OM	Intern	0.50	\$9,371	0.50	\$9,009	0.50	\$9,371
0520	6050		Zoning Board of Appeals	0.09	\$7,280	0.09	\$7,280	0.09	\$7,280
0526	0001		Overtime		\$1,000		\$1,000		\$1,000
Totals:				3.59	\$202,201	3.59	\$197,177	3.59	\$202,201

McLean County
Fiscal Year 2021 Recommended Budget

Fund: Solid Waste Management 0159
Waste Management

Department: County Board/Solid

REVENUE:

410.0575 Landfill Host Fee and 410.0043 Waste Tipping Fees: These line items are budgeted at \$24,000 in the FY 2021 Recommended Budget; \$24,000 was budgeted in the FY 2020 Adopted Budget.

450.0011 Transfer From Other Funds: This line item is budgeted at \$23,923 in the FY 2021 Recommended Budget; \$23,923 was budgeted from this line in the FY 2020 Adopted Budget.

400.0000 Unappropriated Fund Balance: This line item is budgeted at \$0 in the FY 2021 Recommended Budget; \$0 was budgeted from this line in the FY 2020 Adopted Budget.

EXPENDITURES:

Contractual Services:

706.0001 Contract Services: This line item is budgeted at \$47,923 in the FY 2021 Recommended Budget; \$47,923 was budgeted in the FY 2020 Budget.

999.0001 Transfers To Other Funds: This line item is budgeted at \$47,923 in the FY 2021 Recommended Budget; \$47,923 was budgeted from this line in the FY 2020 Adopted Budget.

Account	Account Description	2019 Adopted Budget	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Department Head	2021 County Administrator	% Change
Fund 0159	WASTE MANAGEMENT FUND								
	REVENUE								
Department	0001 - COUNTY BOARD								
Sub-Department	0059 - SOLID WASTE MANAGEMENT								
	<i>Lic., Permits, Fees</i>								
0410.0043	Waste Tipping Fees	15,000.00	27,851.90	24,000.00	24,000.00	16,151.19	24,000.00	24,000.00	
0410.0575	Landfill Host Fees	25,000.00	.00	.00	.00	.00	.00	.00	
	<i>Lic., Permits, Fees Totals</i>	\$40,000.00	\$27,851.90	\$24,000.00	\$24,000.00	\$16,151.19	\$24,000.00	\$24,000.00	0%
	<i>Transfer From Other Funds</i>								
0450.0011	Transfer From Other Funds	.00	.00	23,923.00	23,923.00	.00	23,923.00	23,923.00	
	<i>Transfer From Other Funds Totals</i>	\$0.00	\$0.00	\$23,923.00	\$23,923.00	\$0.00	\$23,923.00	\$23,923.00	0%
	<i>Miscellaneous</i>								
0400.0000	Unappropriated Fund Balance	20,000.00	.00	.00	.00	.00	.00	.00	
	<i>Miscellaneous Totals</i>	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
	Sub-Department	\$60,000.00	\$27,851.90	\$47,923.00	\$47,923.00	\$16,151.19	\$47,923.00	\$47,923.00	0%
	Department	\$60,000.00	\$27,851.90	\$47,923.00	\$47,923.00	\$16,151.19	\$47,923.00	\$47,923.00	0%
	REVENUE TOTALS	\$60,000.00	\$27,851.90	\$47,923.00	\$47,923.00	\$16,151.19	\$47,923.00	\$47,923.00	0%
	EXPENSE								
Department	0001 - COUNTY BOARD								
Sub-Department	0059 - SOLID WASTE MANAGEMENT								
	<i>Services</i>								
0706.0001	CONTRACT SERVICES	60,000.00	59,458.36	47,923.00	47,923.00	44,500.89	47,923.00	47,923.00	
	<i>Services Totals</i>	\$60,000.00	\$59,458.36	\$47,923.00	\$47,923.00	\$44,500.89	\$47,923.00	\$47,923.00	0%
	Sub-Department	\$60,000.00	\$59,458.36	\$47,923.00	\$47,923.00	\$44,500.89	\$47,923.00	\$47,923.00	0%
	Department	\$60,000.00	\$59,458.36	\$47,923.00	\$47,923.00	\$44,500.89	\$47,923.00	\$47,923.00	0%
	EXPENSE TOTALS	\$60,000.00	\$59,458.36	\$47,923.00	\$47,923.00	\$44,500.89	\$47,923.00	\$47,923.00	0%
Fund	0159 - WASTE MANAGEMENT FUND								
	REVENUE TOTALS	\$60,000.00	\$27,851.90	\$47,923.00	\$47,923.00	\$16,151.19	\$47,923.00	\$47,923.00	0%
	EXPENSE TOTALS	\$60,000.00	\$59,458.36	\$47,923.00	\$47,923.00	\$44,500.89	\$47,923.00	\$47,923.00	0%
	Net Grand Totals	\$0.00	(\$31,606.46)	\$0.00	\$0.00	(\$28,349.70)	\$0.00	\$0.00	+++
Fund	0159 - WASTE MANAGEMENT FUND								
	REVENUE GRAND TOTALS	\$60,000.00	\$27,851.90	\$47,923.00	\$47,923.00	\$16,151.19	\$47,923.00	\$47,923.00	0%
	EXPENSE GRAND TOTALS	\$60,000.00	\$59,458.36	\$47,923.00	\$47,923.00	\$44,500.89	\$47,923.00	\$47,923.00	0%
	Net Grand Totals	\$0.00	(\$31,606.46)	\$0.00	\$0.00	(\$28,349.70)	\$0.00	\$0.00	+++



OFFICE OF THE ADMINISTRATOR

(309) 888-5110 FAX: (309) 888-5111

115 E Washington St, Room 401, Bloomington, IL 61701

September 22, 2020

To: Honorable Members of the Executive Committee, Finance Committee, Land Use and Development Committee, Property Committee, Transportation Committee, Justice Committee, and Health Committee

From: County Administrator

Re: Positions filled August 24 – September 21, 2020

Department	Oversight Committee	Position	Number of Hires
Nursing Home	Health	RN	1
Nursing Home	Health	Activity Assistant	1
Sheriff	Justice	Deputy Patrol Officer	1
Sheriff	Justice	Corrections Officer	1
Triage	Executive	Public Health Nurse	1
Triage	Executive	Peer-Triage Center	1