



**McLean County GIS Intergovernmental Policy Committee Agenda  
115 E. Washington Street, Bloomington, Illinois  
Government Center, Room 400 and Room 404  
Tuesday, October 13, 2020  
11:30 a.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. Roll Call
2. Approval of Minutes: December 19, 2019 3
3. Appearance by Members of the Public and County Employees

NOTE CHANGE: To promote health and safety, we encourage individuals or groups to email public comment statements to County Administration at [admin@mcleancountyil.gov](mailto:admin@mcleancountyil.gov) by Monday, October 12, 2020 at 11:30 am. 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 spokes person). If you choose to provide comment in person, requests must be received by County Administration at [admin@mcleancountyil.gov](mailto: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 that 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.

4. Departmental Matters:
  - A. Camille Rodriguez, County Administrator
    - 1) Items to be presented for action:
      - a) Request Approval of General Fund 0001 Information Services Department 0043, County GIS Program 0107 Fiscal Year 2021 Recommended Budget 4-6
    - 2) Items to be presented for information:
      - a) Other
5. Recommend Payment of bills and transfers, if any, to County Board None
6. Other Business and Communication
7. Adjournment

## Minutes of the GIS Intergovernmental Policy Committee

The Intergovernmental Policy Committee met on Thursday, December 19, 2019 at 12:00 p.m. in Room 400, Government Center, and 115 E. Washington Street, Bloomington, Illinois.

Members Present: John McIntyre, Chairman McLean County Board, Tari Renner, City of Bloomington Mayor; Pam Reece, Town of Normal Manager; Chris Koos Town of Normal Mayor

Members Absent: None

Others Present: Camille Rodriguez, McLean County Administrator; Tim Gleason, City of Bloomington Manager; Pam Reece, Town of Normal Manager; Mr. David Peters, GIS Director; Craig Nelson, IT Director

Staff Present: Eric Schmitt, Assistant County Administrator; Ms. Julie Morlock, Recording Secretary

Chairman McIntyre called the meeting to order at 12:10 p.m. and declared a Quorum.

Chairman McIntyre presented the minutes from the September 11, 2018 meeting for approval.

Motion by Koos/Renner to recommend approval of minutes from the September 11, 2018 meeting.  
Motion Carried.

Ms. Rodriguez stated she had no general report to present.

Chairman McIntyre presented for approval the Fiscal Year 2020 Recommended Budget. Ms. Rodriguez indicated there was a memo and information in the packet. Chairman McIntyre asked Mr. Peters to provide a summary. Mr. Peters went over couple of changes including a cost recovery from three former members the Bloomington Township Assessor, Metcom and Regional Planning as they will pay back their software licenses in the amount of \$8,500. Software and support went up a little as we had to renew some licenses. He also indicated that the County will be covering the Town and City shares of the Consortium costs as there was not a budget transfer done in the past.

Motion by Renner/Koos to recommend approval of the Fiscal Year 2020 Recommended Budget.  
Motion Carried.

Chairman McIntyre asked if there was any other business to come before the Committee, hearing none, he adjourned the meeting at 12:13 p.m.

Respectfully submitted,

*Julie A. Morlock*

Julie A. Morlock  
Recording Secretary



To: The McGIS Consortium Policy Committee, McLean County Administration.

From: David Peters, GIS Coordinator – McLean County IT/McGIS  
Craig Nelson, Director of McLean County Information Technologies

Re: FY 2021 Budget Proposal

Effective January 1, 2017 the McGIS Consortium reorganized under a new intergovernmental agreement. As part of that agreement (which can be found at [www.mcleancountyil.gov/gisiga](http://www.mcleancountyil.gov/gisiga)) it is the responsibility of the Lead Agency (McLean County Government) to submit to the policy committee a budget, with final budget approval being given by October 31 of each year. This allows the lead agency to appropriately accommodate the consortium budget into its own budgeting process. This budget has been developed in consultation with members of each of the consortium's agencies.

The FY 2021 budget is down significantly from 2020 as multiple budget lines are zeroed out including aerial photography, consulting fees, and tuition. Continuing in 2021 as agreed upon when McGIS was reorganized, the former members (RPC, METCOM, and COBT Assessor) will cover the cost of their individual GIS software licenses in the amount of \$8,500 to be reimbursed to the Consortium.

The primary expenses to the consortium in FY 2021 will be the reimbursement of personnel expenses to the lead agency for the GIS Coordinator, software, hardware, and training.

In terms of revenue, the consortium budget receives the majority of its revenues from an allocation of McLean County GIS Recorder's fees and the above-mentioned software chargebacks, with any remaining expenses split three ways between the Town of Normal, McLean County, and the City of Bloomington. For fiscal year 2021 we anticipate drawing \$115,000 from McLean County's Recording Fee contributions. The partner share would be \$2,964 for each partner. This number is \$4,150 less than FY2020 per partner (had the County not covered last year expenses).

The proposed fiscal year 2021 expenses have been submitted as part of the FY 2021 County budgetary process.

I respectfully request approval by the policy committee of the proposed consortium budget for fiscal year 2021. I have included the FY 2020 budget for your reference.

I will be happy to answer any questions you may have.

Thank you,  
David Peters  
GIS Coordinator

# Fiscal Year 2020 Budget

Approved GIS CONSORTIUM BUDGET 2020	
Expenses	
Salary/Benefits	\$91,854
Operating Supplies	\$376
Computer Equip Small	\$941
Letterhead/Printed Forms	\$294
Postage	\$99
Consulting Services	\$9,800
Flyover	\$0
Dues & Memberships	\$480
Tuition	\$6,000
Training/Travel	\$3,500
Software and Support	\$29,000
Office & Furniture	\$500
Computer Equipment (Lg)	\$2,000
<b>TOTAL 2020 EXPENSES</b>	<b>\$144,844</b>
Revenues	
GIS Recorder Fees	\$115,000
Cost Recovery	\$8,500
Reserves	\$0
Consortium Member Share <b>(Paid solely by McLean Co for (FY 2020)</b>	\$21,344
<b>Total 2020 Revenues</b>	<b>\$144,844</b>

# Proposed Fiscal Year 2021 Budget

<b>Proposed GIS CONSORTIUM BUDGET 2021</b>	
<b>Expenses</b>	
Salary/Benefits	\$96,046
Operating Supplies	\$841
Computer Equip Small	\$750
Letterhead/Printed Forms	\$200
Postage	\$50
Consulting Services	\$0
<b>Flyover (None)</b>	\$0
Dues & Memberships	\$461
Tuition	\$0
Training/Travel	\$3,360
Software and Support	\$27,840
Office & Furniture	\$0
Computer Equipment (Lg)	\$2,844
<b>TOTAL 2020 EXPENSES</b>	<b>\$132,392</b>
<b>Revenues</b>	
GIS Recorder Fees	\$115,000
Cost Recovery	\$8,500
Reserves	\$0
City Share	\$2,964
Town Share	\$2,964
County Share	\$2,964
<b>Total 2021 Revenues</b>	<b>\$132,392</b>