



**CHAMPAIGN COUNTY BOARD  
COMMITTEE OF THE WHOLE – Highway/Facilities/ELUC  
Addendum  
County of Champaign, Urbana, Illinois  
Tuesday, January 11, 2011 – 6:00 p.m.**

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*Lyle Shields Meeting Room, Brookens Administrative Center  
1776 East Washington Street, Urbana, Illinois*

**ADDENDUM**

**IX. Environment & Land Use**

**H. Recommendation for Amendment to the FY11 County Planning Contract Work Plan**



Date: January 3, 2011

To: Pius Weibel; Deb Busey

From: Susan Chavarria, Regional Planning Manager

Regarding: Requested Amendment to the FY11 County Planning Contract Work Plan

Action Requested: Approval

The County's redistricting process necessitates approximately \$7,000 in planning resources in addition to GIS mapping services. CCRPC has the staff expertise and resources available for assisting with the process. In order to minimize impact on the county budget, hours can be reprioritized in CCRPC's FY11 County Planning Contract for the planning tasks in this project. A copy of the approved FY 11 contract, with annotations regarding the proposed changes, is attached to this memo.

Currently, the County has \$3,500 available in the contract for general planning services; this can be immediately allocated to redistricting. CCRPC staff recommends that the additional \$3,778 needed can be taken from the contract line item "Funding Sources Research", which has \$5,000 available. This line item includes tasks such as research and writing grant applications for County departments.

It is understood that the County would be charged for services as needed, so it is possible that some of the allocation would not be spent. Any remaining funds would revert back to their original designation in the county planning contract.

COUNTY PLANNING CONTRACT FOR FY11 - APPROVED  
 December 1, 2010 through November 30, 2011



	Hours	Cost
<b>LRMP Implementation</b>	800	\$40,000
Working with ELUC and county staff, priority implementation items will be identified that CCRPC planners can implement given time and resources. <i>Typical activities: See Attachment B</i>		
<b>County Sustainability Initiative</b>	125	\$6,250
County staff members have expressed interest in making our facilities more sustainable. CCRPC's sustainability coordinator can help implement the County's sustainability plan. <i>Typical activities: monitoring sustainability efforts and helping county departments achieve their sustainability goals as established in the County Sustainability Plan that is currently in progress</i>		
<b>General Planning Support</b>	70	\$3,500
CCRPC staff members provide general planning support for tasks identified by County committees or County Departments that CCRPC planners can research or implement. <i>Typical activities: annual update of the County's Multi-jurisdictional Natural Hazard Mitigation Plan, research on topics of importance to the County Board and/or Departments, Solid Waste Plan</i>		
<b>Recycling Events Coordination</b>	150	\$7,500
Countywide recycling collection initiatives with growing support of municipalities and partnerships with local entities have been spearheaded through the County contract for the last couple of years. Current challenges include seeking means to accommodate the ongoing need for household hazardous waste collections. <i>Typical activities: In 2010, quarterly recycling events coordination and working with other municipalities</i>		
<b>Funding Sources Research</b>	100	\$5,000
County Board and/or County departments may solicit research for funding sources. CCRPC staff can research and in many cases write grant applications to remove some burden from County staff. <i>Typical activities: 2007 Hazard Mitigation Plan grant application, searching for county facilities improvement funding</i>		
<b>EECBG Grant: Building Code with Sustainability Design Standards</b>	217	\$11,100
This will fund an Implementation Strategy and Feasibility Study for creating a Building Code for the County that includes energy efficient building design standards.		
<b>Administration (budgeting, work plan)</b>	25	\$1,552
<b>Non-staff expenses (Supplies, Services, Capital Outlay)</b>		\$2,000
<i>Typical expenses: printing finished documents such as the LRMP, purchasing research materials, office supplies, yearly subscriptions/memberships, etc.</i>		
<b>TOTAL</b>	<b>1488</b>	<b>\$76,877</b>

Use General Planning Support for \$3,500 of the \$7,078 needed

Use \$3,578 of the \$5,000 in Funding Sources Research for the remainder

Under the proposed work plan, the county would not be limited to working with one planner; rather, it will have the varied experience of several RPC planners to complete tasks. For FY11, the work plan proposes providing approximately 1,488 hours in planning services for the County. This assumes a 10% decrease in the contract from last year and an increase of \$8,325 from the EECBG grant. Estimated costs include fringe and indirect expenses. County Board members may direct staff toward other tasks by reducing hours or removing tasks from above at the time of approval, or by adding tasks during the year under the "General Planning Support" item. Other tasks which Board members may like to consider, but are not limited to, include:

- Formulating a scope of services for a countywide transportation plan (40 hours, \$2,366)
- Completing research on topics of interest to the County Board and/or County departments (\$50/hour)