

RESOLUTION NO. 7980-R5

A RESOLUTION
APPROVING AND AUTHORIZING THE EXECUTION
OF AN AGREEMENT FOR PLANNING SERVICES

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA,
ILLINOIS, as follows:

Section 1. That "An Agreement for Planning Services"
between the City of Urbana and the Champaign County Regional
Planning Commission, a copy of which said Agreement is attached
hereto and incorporated herein by reference, be and the same is
hereby approved.

Section 2. That the Mayor of the City of Urbana,
Illinois, be and the same is hereby authorized to execute said
Agreement for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this 6th day of August,
1979.


Ruth S. Brookens
Ruth S. Brookens, City Clerk

APPROVED by the Mayor this 10th day of August,
1979.

Jeffrey T. Markland
Jeffrey T. Markland, Mayor

AN AGREEMENT
FOR PLANNING SERVICES

THIS AGREEMENT, made and entered into as of the first day of July, 1979, by and between the City of Urbana, Illinois, a municipal corporation (hereinafter referred to as the "City") and the Champaign County Regional Planning Commission (hereinafter referred to as the "Commission"),

W I T N E S S E T H:

For and in consideration of the amounts hereinafter set forth and the mutual promises made to each other, the parties do mutually covenant and agree as follows:

1. Term. The term of this Agreement shall be for a period of one (1) year commencing on the first day of July, 1979, and terminating on the 30th day of June, 1980.

2. Employment of Commission. Throughout the term of this Agreement, the Commission hereby agrees to perform and complete all of the services set forth and described in Appendix I, which is attached hereto and made a part of this Agreement.

3. Payment.

A. In consideration of the covenants and agreements hereunder, the City hereby agrees to pay to the Commission for the total services covered by this Agreement the total sum of not more than Forty-seven Thousand Two Hundred Twenty-one and no/100 Dollars (\$47,221.00) in accordance with parts B and C of this paragraph and Appendix I of this Agreement.

B. The Commission shall submit bi-monthly invoices and progress reports for services performed during each two (2) month period. Each invoice and bi-monthly report shall be supported by a statement indicating, for each of the five (5) program activities in Appendix I, the total number of hours devoted to that activity by the Commission as well as the personnel assigned to that activity and the number of hours so employed by each such person so assigned. Progress reports shall also be submitted bi-monthly which set forth a progress narrative on the development of the comprehensive master plan.

C. Upon determination by the City that all such invoiced items have been provided in accordance with this Agreement, which determination shall not be unreasonably withheld, the City will cause payments to be made in accordance with such invoices within forty-five (45) days. The City will withhold payment of the final invoice dated June 30, 1980 until all products specifically stated in Appendix I regarding the development of the comprehensive plan during the term of this Agreement (FY 79-80) have been completed and submitted to the City.

4. Inspection of Records. The Commission shall preserve and produce, upon written request of the authorized representatives of the City, all data and records of the Commission relating to carrying out this Agreement. The City also reserves the right to review and inspect study activities.

5. Termination of Contract. Either party may terminate this Agreement at any time by giving the other party thirty (30) days' written notice of such termination. In the event of said termination, the City shall be liable only for the services rendered to the date of the termination based upon the actual cost to the Commission of providing such services. It is understood that all completed or partially completed drawings, records, computations, reports, and other material the Commission has collected or compiled shall become the property of the City, but that the Commission shall have the right to make and retain copies of any and all such material.

6. Changes. The City or Commission may, from time to time, request changes in the scope of services of the Commission to be performed hereunder. Such changes, including revision to the completion schedule, adjustments to limiting amounts contained in Appendix I, or any increase or decrease in the total amount of compensation, which are mutually agreed upon by and between the City and the Commission, shall be incorporated in written amendment to this Agreement.

IN WITNESS WHEREOF, the parties hereto caused this agreement to be executed as of the day and year first above written.

CITY OF URBANA, ILLINOIS,

CHAMPAIGN COUNTY REGIONAL PLANNING COMMISSION,

By: Jeffrey T. Markland, Mayor

By: Gary D. Adams, Chair

ATTEST:

ATTEST:

Ruth S. Brookens, City Clerk

James M. Friedlander

APPENDIX I
SCOPE OF SERVICES

The Commission shall, during the period of July 1, 1979 and June 30, 1980 by way of this Agreement for Planning Services with the City of Urbana, perform the following activities:

I. Clerical Services to the Urbana Plan Commission. This activity includes attending meetings, recording minutes, preparing agendas and providing general clerical services for the Urbana Plan Commission meetings and also the professional staff assigned to the UPC.

II. Provide Professional and Technical Staff Review of Rezoning and Subdivision Petitions. This activity includes staff review of rezoning and subdivision cases, both within the corporate limits and in the 1 1/2 mile jurisdictional area surrounding the City, for conformance with land use, zoning, subdivision policies and ordinances and the (updated) Comprehensive Plan. RPC will prepare a preliminary memorandum, final memorandum and a summary for each case and make presentations to the Urbana Plan Commission and City Council as required in each specific case. The preparation of zoning and subdivision case analyses will involve the efforts of more than one staff person. In preparing a typical rezoning or subdivision case, the preliminary research and data collection will be conducted by a planning intern under the supervision of a principal planner. The principal planner will draft the preliminary memo which will be reviewed by the senior planner or Executive Director in order to assure coordination and technical accuracy. County planning and zoning policies will also be reviewed and discussions held with County planners to assure coordination.

III. Coordination with Other City Departments. The Principal Planner and such other staff as agreed to by the Executive Director and the Administrative Officer of the City will attend City Staff meetings in order to insure the coordination of the planning efforts with the City efforts in other areas such as capital improvements, and also to facilitate the coordination with the planning efforts of the County and those conducted on an areawide basis.

IV. Attend City Council, Plan Commission and Community Development

Commission Meetings. The Executive Director, Principal Planner, or another member of the professional staff assigned by the Executive Director will regularly attend all City Council, Plan Commission and Community Development Commission meetings and study sessions to provide planning assistance as needed. In addition, RPC will work with the Community Development Commission and its staff to coordinate Housing and Community Development activities funded by the HUD 701 Program.

V. Development of a Comprehensive Plan - 3 Year Process. The Comprehensive Plan will consist of five parts:

<u>Comprehensive Plan Elements</u>	<u>Time of Completion</u>
A. Factors for Planning	First Year (FY 79-80)
B. Goals and Objectives	First Year (FY 79-80)
C. Population and Employment Forecasts	First Year (FY 79-80)
D. Comprehensive Plan Elements	Second Year (FY 80-81)
E. Implementation	Third Year (FY 81-82)

Parts A, B, and C, the parts now covered by the term of this Agreement, are described in detail in the following sections:

A. Factors for Planning.

This component would provide the necessary basis for subsequent parts of the Comprehensive Plan. Factors for Planning will consist of two parts. The first will be an inventory and evaluation of current conditions related to land use, housing, population and employment. Maps and statistical tables will be prepared, with interpretive text, identifying problems and obstacles to be addressed by subsequent components of the Comprehensive Plan. The maps will be updated, showing current commercial, residential, industrial, open space and agricultural uses for the City and the 1 1/2 mile area. The statistical tables will illustrate the magnitude and relative distribution of land use, population and employment distribution. Tables will be prepared to show the distribution of existing land uses by the same categories of the land use maps. The tables will also show current population, past trends and population changes. To the extent possible, the population

tables will aggregate population by neighborhood areas. Maps and statistical tables will be based, to the extent possible, on available information adapted to the specific needs of the Urbana Comprehensive Plan. In the text, there will be an analysis of the maps and statistical tables and a discussion of problems and issues related to the various land use and population distributions.

The second part would consist of special studies identified by the City as having specific concern. Based on current understanding of these concerns, these would include studies dealing with school closing, downtown redevelopment, economic development, industrial location and university area densities. The text of these studies will include an evaluation of relevant data and initial recommendations for coordination with other components of the Comprehensive Plan.

B. Goals and Objectives.

Based on the Factors for Planning, the goals in the current Urbana Comprehensive Plan will be updated. Staff will prepare position papers evaluating the goals and objectives in the current plan. Based on this evaluation, alternatives for changes or additions will be proposed for review by the City Council or its delegate. The position papers will include an analysis of the advantages and disadvantages of each alternative proposed and will discuss each of the following areas:

1. Residential development and conservation
2. Land development
3. Community services and facilities
4. Commercial and industrial development
5. Environmental resources
6. Energy conservation
7. Human resources

C. Population and Employment Forecasts.

Alternative forecasts of population and employment will be prepared in five year increments to the year 2000. These forecasts will be

related to the goals and objectives tempered by reasonable expectations for the future. Alternative forecasts will include slow, moderate, and fast growth as well as compact versus dispersed development. Text will be prepared evaluating each alternative in terms of advantages and disadvantages. This evaluation will be intended to assist the Plan Commission in selecting a preferred alternative.

The staff of the Regional Planning Commission will make use of existing maps and statistical data in the completion of this work. The administrative staff of the City will cooperate with the RPC staff and provide those materials which are relevant to the preparation of the Comprehensive Plan and are available to them. It is expressly understood, however, that the final payment under this Agreement will be withheld by the City after June 30, 1980, until such time as all end products, as so described in this Appendix I, are completed.