

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
April 3, 2014
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, April 3, 2014 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees Ronda Goldman, Nick Hanson, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – Approval of the March 6, 2014 Committee of the Whole, March 13, 2014 Village Board and March 20, 2014 Committee of the Whole Meeting Minutes

Mayor Sass asked the Committee if there were any comments or changes to the Minutes; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the March 6, 2014 Committee of the Whole, March 13, 2014 Village Board and March 20, 2014 Committee of the Whole Meeting Minutes.

- b) Discussion – Approval of the April 10, 2014 Bill List in the Amount of \$263,473.47

Mayor Sass asked if the Committee had any comments for questions regarding the bill list; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the April 10, 2014 Bill List in the Amount of \$263,473.47.

- c) Discussion – Consideration of an Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback –
13952 Redmond Drive

Assistant Village Manager Lisa Armour reported that the petitioners are requesting 3.33 feet relief from 04.03.14 COW Minutes

the twenty (20') foot minimum rear yard building setback line to accommodate construction of a three-season room addition on the north side of the "SF-2-PDD" Garden Residential Planned Development District-zoned residence at 13952 Redmond Drive.

The petitioners' request for relief from the required 20-foot rear building setback line (B.S.L.) would allow construction of a 12' x 15' (180 square foot) three-season room addition at the rear of the residence. The petitioners note that the portion of the proposed three season room addition requiring relief from the B.S.L. setback corresponds to that portion of the underlying existing deck which also extends beyond the rear B.S.L.

On January 29, 2014, the Sun City Community Association – Board of Directors approved the proposed room addition project including the encroachment beyond the rear yard setback.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals reviewed the petition at a public hearing on March 26, 2014. No one offered testimony in opposition. The Zoning Board unanimously recommended approval by a vote of 6 to 0, subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Assistant Village Manager Armour reported that the petitioners were in attendance to answer questions.

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback for Norbert and Aida Snięowski at 13952 Redmond Drive.

- d) Discussion – Consideration of an Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Street-Side Setback – 12036 Sweetwater Lane

Assistant Village Manager Lisa Armour reported that the petitioner is requesting 0.5 feet relief from the twenty (20') foot minimum street side yard setback to accommodate construction of a three-season room addition on the east side of the "SF-2-PDD" Garden Residential Planned Development District-zoned residence at 12036 Sweetwater Lane.

The petitioner's request for relief from the required 20-foot street-side building setback line would allow construction of a 12' x 16' (192 square foot) three-season room addition at the rear of the residence.

The petitioner notes that the width of the irregular shaped corner lot narrows toward the rear of the property. Therefore, it is this irregularity in the configuration of the lot that necessitates the encroachment into the street side yard setback in order to build the proposed addition in-line with the exterior of the existing home. The proposed location of the addition's gable roof also allows it to be in line with the gable roof of the existing residence.

On March 19, 2014, the Sun City Community Association Board of Directors approved the proposed room addition project including the encroachment beyond the street side yard building line setback.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals reviewed the petition at a public hearing on March 26, 2014. No one offered testimony in opposition. The Zoning Board unanimously recommended approval by a vote of 6 to 0, subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Assistant Village Manager Armour reported that the petitioner was in attendance to answer questions.

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Approving a Simplified Residential Zoning Variation for a building addition encroaching into the street side yard building setback for Diane Marks located at 12036 Sweetwater Lane.

- e) Discussion - Consideration of a Resolution Accepting the Residential Parkway Tree Planting Bid from Acres Group for the Village’s 2014 50/50 Parkway Tree Replacement Program

Management Assistant Barbara Read reported that a bid notice was published for the purchase and installation of trees for the Village’s 50/50 Residential Parkway Tree Replacement Program. The bids were opened and read aloud on Thursday, March 20, 2014. Bids were received from the following vendors:

<u>Vendor</u>	<u>Average Cost/Tree</u>
Acres Group - Wauconda, IL	\$222.36
Alaniz Landscape Group - Elgin, IL	\$228.82
TNT Landscape - Elgin, IL	\$280.45
Landscape Services & Management - Genoa City, WI	\$328.42
Pugsley & LaHaie - Lake Zurich, IL	\$364.32
The Barn Nursery - Cary, IL	\$488.09

Staff Analysis

The bids received provided prices for the following trees: Cleveland Select Pear (Spring planting only), Swamp White Oak (Spring planting only), Deborah Norway Maple, Red Sunset Maple, Accolade Elm, Northern Red Oak, Bald Cypress, American Sweetgum, Exclamation London Planetree, State Street Maple and Skyline Honey Locust.

The price per tree included the following:

- Excavate and remove unnecessary soil from sites
- Install trees as specified
- Backfill trees and properly mulch sites
- Clean up and haul away debris
- Initial watering

Staff has reviewed the proposals and Acres Group from Wauconda, Illinois provided the most competitive pricing overall.

Financial Impact

The Village Board approved \$100,000 for the 50/50 Parkway Tree Replacement Program as part of the 2014 Budget and is included in the Street Improvement Fund, 04-10-4-7510. It is estimated that approximately 400 trees may be planted in 2014.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Westberg asked what the process was for residents to replace their tree. Management Assistant Read reported that those residents that had their tree(s) removed last fall will receive information regarding the trees offered and an order form. The cost per tree is \$150 and orders will be filled on a first-come, first-served basis as there is a limited number of each type of tree. Ms. Read also explained that the second option was a reimbursement program which would allow residents to purchase and install a tree from a nursery or have it installed and once approved and planted, the Village would reimburse the resident 50% of the cost up to \$150.

There were no other questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval a Resolution Authorizing a Bid Award to Acres Group of Wauconda, IL for the Villages 2014 50/50 Residential Parkway Tree Replacement Program.

- f) Discussion - Consideration of a Resolution approving the Northern Illinois Governmental Electrical Aggregation (NIGEAC) Intergovernmental Agreement

Village Manager David Johnson reported that in February 2012, the Village Board approved an Intergovernmental Agreement (IGA) to join the Northern Illinois Governmental Electrical Aggregation Consortium (NIGEAC) for the purposes of purchasing municipal electricity for residents and small businesses. Participation in NIGEAC is consistent with the Village's Strategic Plan, Vision 3, Goal 1, to promote intergovernmental cooperation.

Staff Analysis

Due to the results of the March 18, 2014 referendum in Algonquin, a new IGA is being provided to include the Village of Algonquin in the NIGEAC consortium and to extend the term of the agreement.

In addition, the new IGA streamlines the language to avoid substantial revisions in the future but most notably, it is now proposed to extend the term of the agreement for a ten year period. Now that the aggregation program has experienced significant success, and as long as there are savings to be realized, the aggregation program is expected to continue. The extended term will make it easier to continue without renegotiation every two years.

The process has been expanded to include the possibility of soliciting power through other means, such as on-line auctions which have worked very well in the NIGEC consortium (Village owned utilities) and other new technology that may result in better and transparent pricing.

The contract still provides a mechanism for a member to withdraw as long as there is no current solicitation for power in progress.

Legal Analysis

The new Intergovernmental Agreement was prepared by the NIGEAC legal counsel.

Financial Impact

Legal costs to the Village are shared by all members equally. The average residential account savings from July 2012 – December 2013 is \$426.36 which is over \$3.5 million dollars for the Village of Huntley participants.

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on the Village Board for approval a Resolution approving The Northern Illinois Governmental Electrical Aggregation (NIGEAC) Intergovernmental Agreement.

- g) Discussion - Consideration of an Ordinance Authorizing the Approval and Execution of a Redevelopment Agreement between the Village of Huntley and Billitteri Enterprises, LLC for the Redevelopment of the Property at 11801 Main Street

Village Manager David Johnson reported that in 2009, the Village began planning efforts for the revitalization of the Downtown. Houseal Lavigne Associates (HL) prepared a plan to guide future revitalization efforts. A series of public meetings was held to gather public input and to identify a clear vision and goals for the downtown. The planning process culminated in the approval of the Downtown Revitalization Plan approved by the Village Board in September, 2010. The Village's Strategic Plan, Vision 7, Goal 1, Objective 1 is to implement the recommendations of the Downtown Revitalization Plan. A fundamental component of the Downtown Plan was the identification of key redevelopment opportunities. The plan identified the Sawyer Kelley Mill property at 11801 Main Street as such an opportunity.

The Village acquired the building in late 2012. The Village prepared a request for proposal (RFP) in August 2013 seeking parties interested in restoration of the existing building or redevelopment of the site. Of the two RFP responses, the Village selected the proposal submitted by Billitteri Enterprises, LLC based on the creativity which honors Huntley's historic square architecture, maximizes space for new tenants, and leverages the value of the Village's financial commitment. The proposed project is anticipated to serve as an important catalyst to revitalization.

Important project elements include:

- First redevelopment project in Huntley's Downtown TIF District
- Developer will construct a 5,400 square foot building capable of housing multiple tenants
- New building to have the appearance of early 20th century structures
- Restricted uses within the B-2 district

Staff Analysis

At the direction of the Village Board, Staff has worked with the Developer to finalize the Redevelopment Agreement. The Developer has worked with staff to address important issues including rezoning and related uses, delivery of the project within area market rental rates, and use of architecture which complements the square area's historical features. Key points of the Redevelopment Agreement address:

- Village and Developer responsibilities

- Timetables for construction initiation and completion
- Developer presentation of project construction progress reports
- Village approval timelines

Financial Impact

Important financial issues addressed in the Redevelopment Agreement include:

- Estimated total project cost of \$940,000 (not including tenant build-outs)
- Developer required to fund not less than half of the building shell construction through cash equity
- Village provides the land to the Developer for \$10.00
- Village demolishes building and prepares the site, incorporating landscaping as identified in the Downtown Streetscape Plan
- Fees waived for rezoning, water/sewer connections, and permits associated with the building shell and initial tenant build-out plans
- 50% of the spaces must be leased prior to construction to ensure a viable project

Based upon the projected value of the project, the Village anticipates recapturing project costs through creation of new TIF increment.

Legal Analysis

The proposed Redevelopment Agreement has been reviewed by the Village Attorney and all is in order for Village Board approval.

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Authorizing the Approval and Execution of a Redevelopment Agreement between the Village of Huntley and Billitteri Enterprises, LLC for the Redevelopment of the Property at 11801 Main Street.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT:

Trustee Piwko noted that the permanent traffic signals are in place but the lanes at Route 47 and Kreutzer are still blocked off; Village Manager Johnson reported that he will follow up on that issue.

Trustee Leopold noted that there is still silt fencing along the Manke property too.

Trustee Goldman reported that there are large pot holes on the private road behind PNC Bank; Village Manager Johnson stated that he will follow up.

VILLAGE PRESIDENT’S REPORT: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None

Trustee Hanson asked the Board to consider setting aside funds received from Video Gaming and offer a scholarship to D158 students. Trustee Goldman reported that awarding scholarships is a function of District 158's Education Foundation.

EXECUTIVE SESSION: None.

ACTION ON CLOSED SESSION ITEMS: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:18 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary