

**VILLAGE OF HUNTLEY
VILLAGE BOARD
June 13, 2019
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, June 13, 2019 at 7:12 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Ronda Goldman, Tim Hoeft, 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, Director of Development Services Charles Nordman, CBBEL Engineer Greg Sanders, and Village Attorney John Cowlin.

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

SPECIAL PRESENTATION:

- a) Proclamation Declaring June 21-28, 2019 as Village of Huntley Bicycle Week

Mayor Sass read the following proclamation:

WHEREAS, the bicycle is an environmentally-sound, economical, and effective means of personal transportation, recreation, and exercise; and

WHEREAS, use of the bicycle for personal transportation benefits residents of the Village of Huntley by reducing traffic, reducing carbon emissions, improving air quality, and decreasing dependence on finite fossil fuel energy sources; and

WHEREAS, use of the bicycle for recreation encourages families and friends to spend time together outdoors enjoying, Huntley parks, McHenry and Kane County Conservation District properties, trails, and quiet residential neighborhoods; and

WHEREAS, use of the bicycle for exercise provides adults and children can have positive health benefits including decreasing body fat levels, increasing cardiovascular fitness, increasing muscle strength, and decreasing stress levels; and

WHEREAS, the Village of Huntley endeavors to promote safe and responsible bicycling; and

WHEREAS, there is a need for all motor vehicle drivers and bicyclists to be better educated regarding traffic laws and bicycle safety.

NOW, THEREFORE BE IT PROCLAIMED, by this Village of Huntley, Huntley Illinois that the week of June 21 to June 28, 2019, is hereby designated Village of Huntley Bicycle Week and all residents are encouraged to enjoy riding bicycle in a safe and responsible manner.

BE IT FURTHER PROCLAIMED, that all motor vehicle drivers and bicyclists are encouraged to participate in the Illinois Bicycle Safety Quiz Challenge available at www.bikesafetyquiz.com.

BE IT FURTHER PROCLAIMED, that the Village of Huntley is hereby authorized to spread a copy of this proclamation upon the records of the Village of Huntley Board of Trustees.

DATED this 13th day of June, 2019.

PUBLIC COMMENTS: None.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the April 11, 2019 Village Board, April 25, 2019 Village Board, May 9, 2019 Liquor Commission, May 9, 2019 Village Board, May 23, 2019 Liquor Commission and May 23, 2019 Village Board

Mayor Sass reported that Trustee Westberg was absent from the May 23rd Liquor Commission and Village Board meeting.

Mayor Sass asked if the Village Board had any comments or changes; there were none.

A MOTION was made to approve the April 11, 2019 Village Board, April 25, 2019 Village Board, May 9, 2019 Liquor Commission and May 9, 2019 Village Board meeting minutes.

MOTION: Trustee Leopold
SECOND: Trustee Goldman
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A MOTION was made to approve the May 23, 2019 Liquor Commission and May 23, 2019 Village Board meeting minutes.

MOTION: Trustee Leopold
SECOND: Trustee Goldman
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, and Piwko
NAYS: None
ABSENT: None
ABSTAIN: Trustee Westberg
The motion carried: 5-0-0-1

- b) Consideration – Approval of the June 13, 2019 Bill List in the amount of \$324,753.28

Mayor Sass reported that \$39,186.00 (or 12.1%) of the total bill list is attributable to the payment of development impact fees to other taxing bodies.

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

A MOTION was made to approve the June 13, 2019 Bill List in the amount of \$324,753.28.

MOTION: Trustee Hoeft
SECOND: Trustee Westberg
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

- c) Consideration – A Resolution Approving a Temporary Use Permit to Hold an Outside Event on Village Owned Property for BBQ King Smokehouse; 11706 Coral Street for a Pig Roast on June 28, and 29, 2019

Mayor Sass reported that the Village has received a request from BBQ King Smokehouse (BBQ King) to hold a Pig Roast event on Friday June 28th and Saturday June 29th, 2019 on Village owned property. Below is the outline of the event and requests from BBQ King:

- a) Hold the event in the Village owned parking lot to the north of the restaurant to provide outside sale of food and alcohol.
- b) The hours of the event will be from 3:00 p.m. until 11:00 p.m. on Friday and from 12:00 p.m. until 11:00 p.m. on Saturday.
- c) A 40' x 100' tent is planned for patrons to sit and enjoy the food and music.
- d) A fence will be erected around the parking lot area being used for the pig roast.
- e) BBQ King will have a beer cooler truck to pour beer from kegs.
- f) BBQ King food truck will offer the pig roast.
- g) BBQ King will hire security to help manage the event.
- h) Utilizing local and national bands on a stage with speakers in the parking lot.
- i) Outside bathrooms and garbage receptacles will be on site.
- j) Permission to use the gravel parking area north of Catty, south of the square for parking.
- k) A sound permit has been submitted.
- l) No streets will be closed for the event.

Mayor Sass stated that at the Liquor Commission hearing, the Commission stated that the event should be open to all ages and wristbands should be used for alcohol service. The petitioner stated that it was their intent to conduct the event in this manner.

Legal Analysis

Village Board approval is required for the BBQ King Smokehouse to conduct a Pig Roast on Village owned property.

Mayor Sass asked if the Village Board had any additional comments or questions; there were none.

A MOTION was made to approve a Resolution approving a Temporary Use Permit for an

Outside Event on Village owned property for the BBQ King Smokehouse for a Pig Roast on Friday June 28 and Saturday June 29, 2019 subject to the following conditions:

- 1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.**
- 2. All conditions of approval regarding the serving and/or selling of alcohol must be met.**
- 3. The petitioner agrees to meet with Village Staff as soon as possible prior to the event to present final security, parking, emergency plan and any other pertinent logistical information for the safe and orderly operation of the event.
No less than one (1) week prior to the event:**
- 4. The petitioner shall provide the Village with a valid Certificate of Insurance naming the Village as an additional insured.**
- 5. The petitioner agrees to enter into an agreement to indemnify and hold the Village harmless from and against any and all claims arising from the event.**

MOTION: Trustee Goldman

SECOND: Trustee Westberg

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, and Westberg

NAYS: Trustee Piwko

ABSENT: None

The motion carried: 5-1-0

- d) Consideration - An Ordinance Authorizing the Approval and Execution of a Business Development Agreement between the Village of Huntley and Blessed Little Kitchen Inc., Suite 103, 10436 Rt. 47

Village Manager David Johnson reported that Blessed Little Kitchen, Inc., owned and operated by Mary Holzkopf, is an existing home-based business in the Village that has grown and is in need of establishing a retail location to better serve its customers and to accommodate future growth. The bakery business specializes primarily in cookies, cakes, and cupcakes. The bakery would also offer other baked goods and pastries such as breads, bagels, and pies, as well as coffee and tea. The owner is leasing approximately 2,345 square feet for an initial period of five years, with an option for an additional 1,050 square feet in the future, at the Huntley Shopping Center at 10436 Rt. 47 and has requested assistance to facilitate expanding the business at this location. An outdoor space with tables will also be included as part of the project.

Staff Analysis

Blessed Little Kitchen is making an investment of approximately \$200,000 for the renovation and equipping of the space, including upgrades to the HVAC, plumbing, and fire sprinkler systems, as well as purchase and installation of commercial kitchen baking equipment and signage. The owner has requested assistance from the Village to help offset a portion of the costs associated with moving expenses and equipment purchases. A forgivable loan in the amount of \$7,500 is proposed. One-fifth of the Forgivable Loan (\$1,500) would be reduced by the Village beginning December 1, 2020 and each December 1 thereafter, until fully paid, as long as the Tenant certifies, and Village concurs that the Tenant has met certain criteria as outlined in the Business Development Agreement. Ms. Holzkopf anticipates opening the business in September.

Financial Impact

It is anticipated that the building improvements will increase the assessed valuation of the property, which is located in the Downtown TIF. Sales tax generated for the Village is also anticipated to increase.

Village Manager Johnson reported that Mary Holzkopf was in attendance to answer questions.

Mayor Sass asked Mary Holzkopf if she would like to step forward and make a comment to the Village Board.

Ms. Holzkopf thanked the Village Board and Staff for their consideration.

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

A MOTION was made to approve an Ordinance Authorizing the Approval and Execution of a Business Development Agreement between the Village of Huntley and Blessed Little Kitchen Inc., Suite 103, 10436 Rt. 47.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- e) Consideration – Conceptual Review of a Proposed Site Plan and Building Elevations for the Redevelopment of 11810 Main Street, Including Vacating a Portion of the Dwyer Street Right-of-Way, and Authorization to Negotiate a Redevelopment Agreement

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioners are proposing the redevelopment of a property commonly known as 11810 Main Street which includes the Suites on Main building and two vacant parcels. The property has an area of approximately 4,261 square feet and is zoned “B-2” Highway Service District.

The petitioners propose to demolish the existing Suites on Main building and construct two new buildings on the site. The plan calls for constructing a two-story, ±5,200 square foot restaurant with an additional ±1,880 square feet of outdoor seating split between the first and second floor. The other building would be a three-story structure and would include 1,100 square feet of office/retail on the first floor and apartments above. The second and third floors would each have one (1) two-bedroom apartment.

Staff Analysis

Site Plan

The proposed site plan requires vacating approximately 29 feet of the Dwyer Street right-of-way which would require converting the roadway to one-way traffic and eliminating the two parking spaces that are currently on the east side of Dwyer Street. If the Village Board is agreeable to vacating a portion of the Dwyer Street right-of-way, it could not occur until after the Fire Protection District has relocated to their new station on Main Street which is expected to occur in mid-2020. The site plan also currently includes a stairway that would encroach approximately 4'-3" into the public sidewalk on the north elevation, although this encroachment can likely be eliminated by minor revisions to design of the outdoor dining area.

The site plan relies on utilizing the existing parking on Coral Street (10 spaces west of Woodstock) and within the Village’s lot on the south side of Main Street (102 spaces). There is currently no additional

parking proposed in connection with the project. The following table summarizes the required parking based on the proposed uses for the two buildings.

Required Parking

		Required Spaces
Two-Story Building		
Restaurant	136 seats (indoor)	46 Restaurant
Retail*	5,800 square feet	24*
Three-Story Building		
Office / Retail	1,100 square feet	5
Apartments	2 units (two-bedrooms)	4
Total Required Parking		55 with Restaurant 33 with Retail*

**Retail parking requirements are provided for the three-story building for comparison purposes only. No retail is proposed in the two-story building.*

Building Elevations

The conceptual front building elevations and rendering have been provided for review. The height of the two-story building is 29.5 feet at its highest point and the three-story building is 34.5 feet in height, both of which are within the three-story/35 feet maximum height allowed in the “B-2” zoning district. In comparison, the building to the east (Manny’s Gelato) is 33’-8” in height. Proposed elevations consist of brick and stone, although specific styles/colors are not identified on the elevations. Additional architectural features include gooseneck style light fixtures, awnings, and a decorative cornice at the roof line. The petitioner will be required to provide material specifications and material/color samples should they proceed with a formal development application.

Required Relief

A preliminary review of the site plan and building elevations has identified the following elements of relief necessary for the project as proposed:

1. The “B-2” zoning district requires a minimum lot area of 5,000 square feet. The site plan proposes lot sizes of approximately 1,748 square feet and 3,831 square feet.
2. The “B-2” zoning district requires a minimum lot width of not less than 50 feet. The three story building would be located on a lot approximately 31.5 feet in width.
3. The proposed site plan would require encroachment into the “B-2” zoning district minimum yard setbacks as follows:

	<u>Required</u>	<u>Proposed</u>
Front	30 feet	0 feet
Rear	20 feet	0 feet
Side	10 feet	6 feet
Corner Side	20 feet	0 feet

4. In accordance with Section 156.106 of the Zoning Ordinance, 55 parking spaces would be required for the proposed redevelopment. There are no new parking spaces proposed as part of redeveloping the site.
5. The maximum building coverage allowed in the “B-3” zoning district is 50%. A building coverage of approximately 90% is proposed.

Required Approvals

The proposed development will require the following review and approvals by the Plan Commission and Village Board:

1. A Plat of Vacation is required to vacate approximately 29 feet of the Dwyer Street right-of-way.
2. A Preliminary/Final Plat of Subdivision is required to re-subdivide the parcels and vacated right-of-way in accordance with the proposed site plan.
3. A Special Use Permit is required for a Restaurant in the “B-2” zoning district.
4. A Special Use Permit is required for Multi-Family above first floor business and office uses in the “B-2” zoning district.
5. Site Plan Review, including any necessary relief.
6. A Redevelopment Agreement is required between the Village and petitioners.

Financial Impact

The property is located within the Village’s Downtown Tax Increment Financing (TIF) district. The petitioners have stated they will submit an application for development incentives. Any such incentives would be part of a redevelopment agreement between the Village and the petitioners.

Courtesy Review

The petitioners have requested the Village Board to conceptually review the proposed plans. The Village Board is not required to provide a formal position statement on the proposal, and the petitioners shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioners with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments made during the discussion and the petitioners acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, and “*Continue Downtown Revitalization Efforts*” and “*Promote development and redevelopment opportunities within the Downtown Tax Increment Finance District*” as goals.

Director Nordman reported that representatives of the petition were in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that he likes the idea and the new building but stated that Dwyer Street is used often as a cut through and he did not like the idea of vacating Dwyer totally.

Trustee Piwko suggested that Dwyer Street be turned into a one-way street going northbound so that people could be dropped off along the west side of the building. He also suggested that perhaps there was enough room on Dwyer to keep the two existing parking spaces. Trustee Piwko asked if there were full windows on the third floor.

Chris Russo, Architect with ALA Architects, stated that there were full windows on the third floor. Trustee Piwko stated that he would like something added on the third building.

Trustee Westberg stated that something has to be done to add more parking. Trustee Westberg also stated that he has concerns about construction traffic at this site.

Trustee Kanakaris stated that he does not want Dwyer Street vacated and also suggested that the developer add brick columns on the patio portion. Mr. Russo stated that they can add the columns. Trustee Kanakaris stated that this will be a great addition to the downtown.

Trustee Hoeft stated that he agreed with all the comments previously made and stated his concerns regarding the parking issues.

A motion was not required for this agenda item as the Village Board was requested to review the proposed conceptual site plan and building elevations and provide any questions, comments, or concerns for the petitioners to consider as they proceed in the formal review process. The Village Board also authorized Staff to begin negotiating a redevelopment agreement with the petitioners, including vacating a portion of the Dwyer Street right-of-way.

- f) Consideration – Conceptual Review of a Proposed Site Plan and Building Elevations for a Proposed Assisted Living and Memory Care Facility on Farm Hill Drive within the Regency Square Development

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Shepherd Premier Senior Living (“Shepherd Premier”) has purchased ±7.2 acres on the east side of Farm Hill Drive (Lots 11, 12, and 13) in Regency Square and has an additional ±4.59 acres on the west side of Farm Hill Drive (Lots 15 and 16) under contract with the intent to construct a total of 144 units of assisted living/memory care between the two sites. Shepherd Premier is proposing to construct a total of nine (9) single-story residence buildings on the two sites and an administrative office building to serve as the sales center for the facility. The petitioner plans to develop the facility in two phases with the first phase consisting of the ±7.2 acres on the east side of Farm Hill Drive that will contain 96 units of memory care/assisted living. The second phase would consist of 48 units on the remaining ±4.59 acres on the west side of Farm Hill Drive.

The Regency Square development is regulated by the Regency Square Development Guidelines (“Development Guidelines”). The Guidelines provide regulations for site planning, building design, landscaping and signage for development within Regency Square. The Guidelines were established as a substitute for the general regulations set forth in the Village of Huntley’s Zoning Ordinance. The subject sites are zoned “BP” Business Park which requires a special use permit for congregate care in accordance with the Development Guidelines.

Staff Analysis

Site Plan

The proposed site plan consists of two sites along Farm Hill Drive that will be developed in two phases. Phase one will be the ±7.2 acres on the east side of Farm Hill Drive and phase two would be ±4.59 acres on the west side of Farm Hill Drive.

Phase 1

The first phase is located on the east side of Farm Hill Drive and would be bordered by Regency Parkway to the north, and Sun City Neighborhood 3 and wetlands to the south. The proposed site plan includes 96 units within six (6) residence buildings and an administrative office building that will serve both phases of development. Each single-story residence building contains 16 units. Access to the site would be provided from two curb cuts on Farm Hill Drive, both of which will align with curbs cuts on

the west side of Farm Hill Drive. Although not depicted on the site plan, sidewalks will be required along Farm Hill Drive and Regency Parkway as part of the site development. The 2016 Settlement Agreement between the Village and the bank, which previously owned the property, requires the completion of sidewalk not only on Farm Hill Drive, but also on Regency Parkway east to its existing terminus at Princeton Drive by the first developer of any of these lots.

The six (6) residence buildings would be situated on the site so that a fenced courtyard is created between the two clusters of buildings with walking paths and other amenities within the fenced area. A 40-foot-wide landscape buffer will be provided adjacent to Sun City as required by the Development Guidelines.

Phase 2

The second phase would consist of 48 units on ±4.59 acres on the west side of Farm Hill Drive. The site is bordered by the Regency Square Professional Building to the north, Farm Hill Place office building to the south, and Sun City Neighborhood 7 and wetlands to the west. The proposed site plan includes three (3) residence buildings, each containing 16 units, positioned so that a shared fenced courtyard is created between the buildings. Access to the site would be provided by a single curb cut on Farm Hill Drive that would align with the curb cut for phase one on the east side of Farm Hill Drive. The existing 40-foot wide landscape easement will be maintained adjacent to Sun City in accordance with the Design Guidelines.

Required Parking

	Regency Square Requirements	Required	Proposed
Phase 1 (96 units)	One (1) space per unit/bed	96	105
Phase 2 (44 units)	One (1) space per unit/bed	44	51

Building Elevations

All proposed residence buildings would be single-story structures, each containing 16 units. The proposed main office for the facility will also be a one-story structure of similar design. All proposed buildings will comply with the single-story/25 feet height limitation as required by the Development Guidelines for this portion of Regency Square. The proposed building materials would include a stone base and cement board siding above. A rendering of the proposed building is provided as an exhibit to this report.

Required Approvals

The proposed development will require the following review and approvals by the Plan Commission and Village Board:

1. Special Use Permits are required for Congregate Care to allow assisted living and memory care on the two sites.
2. A Plat of Subdivision is required to consolidate the individual lots that make up the two sites.
3. Site Plan Review, including necessary relief (if any), is required for the two sites.

Courtesy Review

The petitioner has requested the Village Board to conceptually review the proposed plans. The Village Board is not required to provide a formal position statement on the proposal, and the petitioner shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioner with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments

made during the discussion and the petitioner acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, and “*Attract and Retain Businesses to Enhance Tax Base and Create New Jobs*” as a goal.

Director Nordman reported that representatives of the petition were in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that he liked the plans.

Trustee Goldman asked if they were affiliated with any church. Theresa Maskrey stated that they were not affiliated with any church.

Trustee Goldman asked if this was a Medicare facility; Ms. Maskrey stated that it was not a Medicare facility as Medicare is funding for medical-type residents and they stated that this is a home setting.

Trustee Goldman stated that she was concerned with care as there is currently a shortage of personnel in this field; Ms. Maskrey stated that their plan is to attract qualified personnel by building in incentives and education but did agree that turnover is high in this field.

Trustee Goldman asked if they had other facilities. Ms. Maskrey stated they have a location at 210 E. Front Street in Harvard and another location in Barnwood. She also stated that they hope to also have locations in Bull Valley and Crystal Lake. Ms. Maskrey stated that their goal is to not be a facility but to be a home setting/family setting.

A motion was not required for this agenda item as the Village Board was requested only to review the proposed conceptual site plan and building elevations and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.

- g) Consideration – An Ordinance Amending Ordinance (O)2004-06.37 and Resolution (R)2004-06.17 Regarding Implementation of Provisions of the State Officials and Employees Ethics Act in the Village of Huntley

Village Manager David Johnson reported that the Village previously adopted Ordinance (O)2004-06.37 and Resolution (R)2004-06.17 (collectively, the “Ethics Regulations”) regulating the political activities of officers and employees of the Village and the solicitation and acceptance of gifts by officers and employees of the Village in order to comply with the requirements of Section 70-5 of the State Officials and Employees Ethics Act (“Act”), 5 ILCS 430/70-5. The proposed amendment to Ordinance (O)2004-06.37 and Resolution (R)2004-06.17 sets forth the Village’s ethics regulations in the Village Code and amends and clarifies the powers and duties of the Ethics Commission of the Village.

Staff Analysis

Title III, entitled “Administration,” of the Huntley Code would be amended in part to add a new Chapter 36, Gift Ban and Prohibited Political Activities. The amending ordinance provides definitions related to the gift ban and prohibited political activities, establishes who will serve as the Ethics Officer, and clarifies the role and membership of the Ethics Commission. The amendment provides for the Village

Manager or his/her designee to be designated as the Ethics Officer for the Village. The Ethics Officer functions in an advisory capacity only and is not responsible for investigating any alleged violations of the Ordinance.

The Village Board would serve as the Ethics Commission and would act only upon the receipt of a written complaint alleging a violation of the Ordinance, and not upon its own prerogative. In the event that a member of the Commission was the subject of a claimed violation of the Ordinance, the Commissioner (Village Board member) would be required to immediately recuse himself/herself from the investigation of the alleged violation, and take no part in the final action of the Commission regarding the alleged violation.

Legal Analysis

The draft ordinance was prepared by the Village's special legal counsel.

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

A MOTION was made to approve an Ordinance Amending Ordinance (O)2004-06.37 and Resolution (R)2004-06.17 Regarding Implementation of Provisions of the State Officials and Employees Ethics Act in the Village of Huntley

MOTION: Trustee Hoeft

SECOND: Trustee Westberg

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Village Manager Johnson stated that Staff would like to update the Village Board on driveway slope concerns on Potomac Court in Georgian Place and asked CBBEL Engineer Greg Sanders to present the conditions to the Village Board.

Mr. Sanders reported that the driveway slopes and existing conditions are at the Potomac Court cul-de-sac and relate to vehicles scraping the approach when entering or exiting the driveway.

Following the initial concern voiced by the resident at 10586 Potomac, Village staff requested CBBEL measure the existing driveway slopes within the cul-de-sac.

Measurements were taken at the center of each driveway relative to the driveway's width on the driveway's concrete approach, sidewalk and the HMA driveway leading up to the garage. The results of these measurements are detailed below.

Slopes highlighted in yellow identify those which exceed the maximum per current Village standards for new construction.

Potomac Court

Address	Approach Slope % (Max 8%)	Sidewalk Cross Slope % (Max 2%)	HMA Asphalt Driveway Slope % (Max 8%)
10600	11.2%	4.5%	5.5%
10586	13.1%	2.7%	8.0%
10570	11.7%	3.7%	8.1%
10556	12.8%	2.2%	7.1%

Alternative #1

Estimated Construction Cost: \$8,200

Estimated Engineering Cost: \$0

Description: Remove and replace the existing C&G with a mountable C&G through the driveway limits and remove and replace the concrete driveway approach. Restoration of areas adjacent to each driveway approach is included in the estimated construction cost.

In general, CBBEL does not recommend a mountable curb more than 4” be constructed through the limits of residential driveways. Under this alternative CBBEL could not guarantee residents would not continue to have their vehicles scraping the approach when entering or exiting the driveway.

Alternative #2

Estimated Construction Cost: \$26,900

Estimated Engineering Cost: \$2,000

Reconstruction & Raising of C&G, driveway approaches and sidewalk around the full arc of the cul de sac with a typical depressed C&G through the limits of the driveways. Additional hot-mix asphalt leveling binder course placement within the cul de sac to match the new curb height and restoration is included in the estimated construction cost.

Following initial field measurements and calculations CBBEL believes the elevation of the curb can be raise around the full arc of cul de sac to a height which would allow driveway approaches and sidewalk cross slope to meet the maximum Village standards for new construction.

To proceed with this alternative CBBEL would recommend a more detailed survey of the cul de sac be performed to provide a proposed design which could be implemented by the 2019 MFT Street Program’s contractor for their use in performing construction layout and the reconstruction of the curb, sidewalks and driveway approaches within the cul de sac.

It was the consensus of the Village Board was to move forward with Alternative No. 2, at a construction cost of \$26,900, requiring formal approval of a change order. Village Manager Johnson reported that Staff will bring back Alternative #2 for formal Village Board approval.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that the HHS Girls Softball State Champion Team celebration will take place on 06.13.19 VB Meeting

June 17th at 6pm in the east gym at the High School.

Mayor Sass reported that the June McCOG meeting will take place at Pinecrest.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

- a) Probable or Imminent Litigation and Pending Litigation
- b) Contractual
- c) Property Acquisition, Purchase, Sale or Lease of Real Estate
- d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
- e) Collective Bargaining
- f) Appointment, Discipline or Removal of Public Officers
- g) Appointment of a Public Officer
- h) Review of Closed Session Minutes
- i) Other

A MOTION was made at 8:06 pm to Enter into Executive Session for: c) Property Acquisition, Purchase, Sale or Lease of Real Estate and h) Review of Closed Session Minutes.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

A MOTION was made at 8:29 pm to Exit Executive Session.

MOTION: Trustee Kanakaris

SECOND: Trustee Leopold

The Voice Vote noted all ayes and the motion carried.

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:30 p.m.

MOTION: Trustee Westberg

SECOND: Trustee Piwko

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary