

**VILLAGE OF HUNTLEY
VILLAGE BOARD
July 11, 2019
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, July 11, 2019 at 7:02 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

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

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Chief of Police Robert Porter, Director of Finance Cathy Haley, Village Clerk Rita McMahon and Village Attorney John Cowlin.

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

Mayor Sass amended the agenda adding Executive Session before Public Comments and moving item G) Presentation – Intergovernmental Risk Management Agency (IRMA) before item f) Policy Direction – Sun City Boulevard Parking.

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

Mayor Sass requested a motion to enter Executive Session for item a) Probable or Imminent Litigation and Pending Litigation:

A MOTION was made at 7:04 p.m. to Enter into Executive Session for a) Probable or Imminent Litigation and Pending Litigation

MOTION: Trustee Piwko

SECOND: Trustee Goldman

The Voice Vote noted all ayes and the motion carried.

A MOTION was made to exit Executive Session at 7:18 p.m.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris
The Voice Vote noted all ayes and the motion carried.

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM: None

PUBLIC COMMENTS: Kim Ulbrick introduced herself as the new Executive Director for the McHenry County Housing Authority and wished to express her gratitude to the Village for helping with various projects at Green Trees on Main Street.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the July 11, 2019 Bill List in the amount of \$566,942.50

Mayor Sass informed the Village Board that \$364,115.24 (or 64.3%) of the total bill list is attributable to the purchase of 350 IT Project Support Hours from ABN(\$42,000.00), Payout #1 to Geske & Sons Inc. for the 2019 MFT Street Program(\$257,030.24) and Payout #3(Final) to Municipal Well & Pump for the Well #10 Pump Rehabilitation Project(\$65,085.00).

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

A MOTION was made to approve the July 11, 2019 List in the amount of \$566,942.50

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

- b) Consideration – A Resolution Approving a Temporary Use Permit for Animal House Shelter, Inc. to Hold an event at Deicke Park on August 3, 2019

Mayor Sass advised the Village Board that the Village is in receipt of a request from the Animal House Shelter, Inc. (Shelter), 13005 Ernesti Road, to hold their annual Pawfest event at Deicke Park on August 3, 2019 from 12:00 pm – 4:00 pm. Although the Shelter is located outside the corporate limits of the Village, the request is being made due to the inclusion of alcoholic beverages with the event this year. The Shelter is a 501(c)3 non-profit charity organization and is eligible to apply for a Village of Huntley Class “E” liquor license.

Staff Analysis

The Village is in receipt of a request from the Shelter for the following:

1. To hold an event on Park District property that includes pet vendor booths, an immunization area and an adoption area. The food and beverage area will be located in the Hilltop Pavilion and will be fenced accordingly. The Shelter has received authorization from the Park District to hold the event, including alcoholic beverages, on Park District property.

Financial Impact

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The Shelter is requesting that the temporary use permit fee for the event be waived, as they are a non-profit organization.

Legal Analysis

None required.

Mayor Sass stated the petitioner was in attendance should the Village Board have any questions.

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

A MOTION was made to approve a Resolution Granting the Issuance of a Temporary Use Permit to hold a Pawfest event and the Waiving of Fees to the Animal House Shelter, Inc. subject to the following conditions of approval:

- 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 Shelter agrees to meet with Village Staff as soon as possible to present final security, parking and any other pertinent logistical information for the safe and orderly operation of the event.**

MOTION: Trustee Goldman

SECOND: Trustee Leopold

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- c) Consideration – An Ordinance Approving a Special Use Permit for an Indoor Recreation Facility in the “M” Manufacturing District for Royalty Gymnastics, Tumble, and Dance, located at 10715 and 10761 Wolf Drive

Director of Development Services Charles Nordman made a presentation to the Village Board stating Royalty Gymnastics, Tumble & Dance (Royalty Gymnastics) is requesting approval of a Special Use Permit to allow an indoor recreation facility at 10761 and 10715 Wolf Drive within the Wolf Business Park. The property is zoned “M”-PUD” Manufacturing – Planned Unit Development. The gym spaces consist of two units (15,000 SF and 5,000 SF) and cross-access is via an internal hallway shared with other tenants in the building. Huntley Gymnastics Academy (HGA) recently closed their 25,000 SF facility in Wolf Business Park, and Royalty Gymnastics will be utilizing much of their space. Royalty’s 15,000 SF unit was previously leased by HGA, and Royalty’s 5,000 SF unit is located near HGA’s vacant 10,000 SF unit.

Staff Analysis

Both Royalty Gymnastics units will have various equipment, exercise areas, dance areas, and restrooms. The main office will be located in the larger unit. The business plan provided by the petitioners included the following days and hours of operation:

	Monday through Friday	Saturday & Sunday
Hours	9:00 am to 9:30 pm	8:00 am to 4:00 pm

Birthday parties also offered –Sundays only

The small (5000 SF) gym will hold recreation gymnastic classes, primarily for young tots/preschoolers, with parents in attendance. The large gym (15,000 SF) will be the competition gym, and is primarily for experienced students being dropped off for training (typically for 4 hours). No official competition meets (with other gyms visiting and competing) will be held at either gym.

Parking

The large gym, located on the west side of the building, is in close proximity to the Car-Dun-Al Dog Training facility. As with the prior tenant (HGA), the days and hours of operation for both enterprises are similar, however parking is not anticipated to be an issue. HGA anticipated a requirement for 40 spaces for the large gym, and Royalty Gymnastics anticipates a need for 30 parking spaces. The petitioner anticipates the small gym, located on the east side of the building (in the center of the business park) will require 25 spaces. The parking lot on the west side (near large gym) has 119 spaces. The parking area in the center of the business park (near small gym) has 178 parking spaces. The entire Wolf Business Park has 482 parking spaces.

As shown in the table below, the anticipated need for both gyms is 55 spaces.

Gym Square Footage	Type of Gym	Maximum Persons Anticipated	Required Parking by Zoning Code .3/max capacity	Actual Maximum Parking Need Anticipated
15,000 SF	Competition*	90	30 spaces	30
5,000 SF	Recreation**	45	14 spaces	25
20,000 SF		135 people	44 Spaces	55 spaces

* *Competition gyms are used by students being dropped off for practice/classes. Parking is mostly for staff and limited number of parents stopping in.*

** *Recreation gyms are primarily for young tots/preschoolers, with parents in attendance. Parking is for the parents and staff.*

Plan Commission Recommendation

The Plan Commission reviewed the petitioners’ request on June 24, 2019, and, with no members of the public offering comments in favor or opposition to the request, recommended approval of the petition by a vote of 5 to 0, subject to the following conditions:

- a) No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.
- b) No products shall be sold on the subject premises except such products distributed in the normal course of business of the principal use and no outdoor display is permitted and/or approved as part of this submittal.
- c) No Signage is approved as part of the Special Use Permit.

Financial Impact

None.

Strategic Plan Priority

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

New Jobs” as a goal.

Director Nordman stated the petitioner was in attendance should the Village Board have any questions.

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

A MOTION was made to approve an Ordinance for a Special Use Permit for an indoor recreation facility in the “M” Manufacturing zoning district for Royalty Gymnastics, Tumble & Dance, 10761 and 10715 Wolf Drive.

MOTION: Trustee Kanakaris

SECOND: Trustee Hoeft

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- d) Conceptual Review – Huntley Development Limited Partnership (HDLP) Proposed Amendment to the I-90/IL 47 Gateway Plan and Proposed Rezoning for Property near the Northwest and Northeast Corners of IL Route 47 and Jim Dhamer Drive/Freeman Road

Introduction

On September 27, 2018, the Village Board reviewed a conceptual plan by Huntley Development Limited Partnership (“HDLP”) that proposed to rezone property at both the northwest and northeast corners of Route 47 and Jim Dhamer Drive/Freeman Road. At that time, HDLP was proposing to reclassify the designated land use for the property at both corners of the intersection to allow for either “BP” Business Park uses or “C-2” Regional Retail uses.

Since that time, HDLP has modified their conceptual plan for both corners. The revised concept proposes increasing the amount of property to be rezoned from “O” Corporate Office to “BP” Business Park at the northwest corner of Route 47 and Jim Dhamer Drive and subsequently reduces the amount of “C-2” Regional Retail proposed at the northwest corner. The concept submittal for the northeast corner of Route 47 and Freeman Road has been revised to slightly decrease the amount of property to be rezoned from “C-2” Regional Retail to “BP” Business Park (47.4 acres to 44.6 acres). The frontage of Route 47 remains proposed as “C-2” Regional Retail.

HDLP has submitted the revised concept for discussion purposes. The boundaries of each of the zoning districts proposed on the exhibit are preliminary in nature and the exact zoning district boundary lines would be defined if a formal application is submitted for consideration.

The proposed plan presented by HDLP would require an amendment to the I-90/IL 47 Gateway Plan that was approved by the Village Board on December 21, 2017, because the proposed land uses differ from the recommendations provided in the Gateway Plan. Additionally, rezoning of the properties will require a formal development application and public hearing. The developer also previously appeared before the Village Board on April 21, 2016 requesting conceptual review of a proposed plan to relocate Eakin Creek. The revised concept plan no longer proposes the relocation of the creek.

I-90/IL 47 Gateway Plan

The proposed rezoning on both the northwest and northeast corners of Route 47 and Jim Dhamer Drive/Freeman Road represent a change in land use from the recommendations that were provided in the I-90/IL 47 Gateway Plan, thus requiring an amendment to the plan.

Northwest Corner of Route 47 and Jim Dhamer Drive

The property at the northwest corner of Route 47 and Jim Dhamer Drive is currently zoned “O” Corporate Office and “P” Parks and Open Space. The I-90/IL 47 Gateway Plan recommended the property along Jim Dhamer Drive be developed as Medical Care/Office and the existing “P” Parks and Open Space zoned land remain as open space/wetland conservation. The plan states that “the Medical Care/Office land use should consist of small-scale medical offices and complementary commercial uses, such as daycares and restaurants.” Further, “these areas act as a supportive district for the Health Care District in northeast Huntley to serve nearby residents, such as those in Sun City and the Alden senior housing development on Regency Parkway.”

The proposal by HDLP would modify the Land Use and Development plan found within the I-90/IL 47 Gateway Plan to designate the land uses at the northwest corner as a combination of Business Park and Flex Space and Mixed Commercial to allow for the possible rezoning to “BP” and “C-2”. The proposal would also modify the Land Use and Development Plan to reduce the Open Space/Wetland Conservation adjacent to Sun City.

Northeast Corner of Route 47 and Freeman Road

The property at the northeast corner of IL Route 47 and Freeman Road is currently zoned “C-2” Regional Retail. The I-90/IL 47 Gateway Plan recommended this property be developed as Mixed Commercial and Corridor Commercial. The property nearest the intersection of Route 47 and Freeman Road is planned for Mixed Commercial. It states that areas planned for Mixed Commercial should target “a mix of commercial development that serve as a regional draw, such as general retailer, sporting goods stores, restaurants, and service uses.”

Further to the north, adjacent to the Village Green commercial area, the vacant property is planned as Corridor Commercial. Areas planned for Corridor Commercial are located along Route 47 and are comprised of development-ready sites with much of the infrastructure already in place. These properties should “leverage visibility and traffic volume, while establishing Route 47 as Huntley’s primary gateway,” according to the plan.

The proposal by HDLP would modify the Land Use and Development plan found within the I-90/IL 47 Gateway Plan to change the land uses at northeast corner of Route 47 and Freeman Road to add Business Park and Flex Space thus allowing HDLP to request rezoning a portion of the property to “BP” Business Park while maintaining the “C-2” Regional Retail zoning along the frontage of Route 47.

Proposed Rezoning

Northwest Corner of Route 47 and Jim Dhamer Drive

The proposal by HDLP would eliminate the “O” Corporate Office zoning at the northwest corner of Route 47 and Jim Dhamer Drive and replace it with “BP” Business Park and “C-2” Regional Retail. The proposed rezoning would also reduce the “P” Parks and Open Space zoning buffer that currently exists along the southern edge of neighborhood 32B in Sun City. At the narrowest point, the “BP” zoned land would be approximately 250 feet from neighborhood 32B. The relocation of Eakin Creek is no longer proposed as part of the revised concept for rezoning the property.

Northeast Corner of Route 47 and Freeman Road

The proposed change would potentially add “BP” Business Park zoning to the property at the northeast corner of Route 47 and Freeman Road. The property is currently zoned “C-2” Regional Retail and was planned to be an extension of the Village Green retail property. The Route 47 frontage (14.8 acres) of the property would remain as “C-2”.

Current "O" Corporate Office Zoning

The "O" Corporate Office District is intended to accommodate either single user developments or "campus" style multi-user developments.

(1) Permitted Uses.

AGRICULTURAL BUSINESS - Open space, park and greenways

COMMERCIAL RECREATION - Golf course and country club, Health club or gymnasium

FINANCIAL - Bank, Credit union, Savings and loan association - excluding drive-through establishments

HEALTH CARE - Child care (center), Health care facilities including Professional doctor office or clinic, Research, development and laboratories.

PERSONAL SERVICES - Hotel, Service industries

OFFICE - Administrative, professional general business and medical offices (also see HEALTH CARE)

PUBLIC FACILITIES - Government offices & services

PUBLIC RECREATION - Indoor recreation (gymnasium)

TRANSPORTATION - Parking structures (not to exceed 5 stories above grade level)

(2) Special Uses.

HEALTH CARE - Age restricted congregate care/living facilities, Assisted living facilities, Long term care facilities, Nursing homes

Proposed "BP" Business Park District

The "BP" Business Park District is established to provide locations for sizeable commercial, office, institutional, and light manufacturing, as well as the smaller commercial and service uses on which they rely. The "BP" district would also allow requests for Special Use Permits for warehousing, storage, and distribution. The following is a complete list of Permitted and Special Uses in the "BP" Business Park:

Permitted Uses.

(1) Offices

(a) Call Centers

(b) Offices: Administrative, business, professional, governmental, and medical

(c) Data processing and computer center, including service and maintenance

(d) Newspaper or publisher

(2) Institutional and Educational Uses

(a) College, university or junior college

(b) Conference centers

(c) Medical Laboratories

(d) Philanthropic and charitable institutions

(e) Schools - business, corporate training, data processing or electronics.

(f) Schools (art, dancing, dramatic, music)

(3) Commercial/Retail Uses

(a) Office equipment & supplier sale

(b) Radio and television studio (w/o tower)

(c) Floor covering sales

(d) Furniture sales (new)

(e) Hotel

(f) Microbrewery, winery

(4) Business Park Uses:

- (a) Food processing and handling
- (b) Laboratories, offices and other facilities for research testing, data analysis and development
- (c) Light manufacturing
- (d) Printing and publishing
- (e) Product research and development

Special Uses. Upon recommendation by the Plan Commission after public hearing on a petition pertaining thereto, in accordance with the requirements set forth for such hearing in Article VII of this Ordinance.

- (1) Commercial/Retail Uses
 - (a) Building, electrical and construction material sales (no outside storage)
 - (b) Depository and non-depository credit institutions and banks
 - (c) Gas/service stations (not including truck stop)
 - (d) Restaurants, including alcohol sales and service, excluding drive-in or drive-through service
- (2) Office/Business Park uses:
 - (a) Data Center
 - (b) Day Care Center
 - (c) Heliports
 - (d) Hospitals
 - (e) Planned Unit Developments in accordance with the applicable provisions of the Zoning Ordinance
 - (f) Storage and distribution of bulk commodities
 - (g) Warehousing, storage and distribution
 - (f) Self-Storage
- (3) Retail-Automotive Uses
 - (a) Boat sales
 - (b) Recreational vehicles, ATV's, or other similar uses
 - (c) Motorcycle showroom and service
 - (d) Truck sales (new)
- (4) Retail -Commercial Recreation Uses
 - (a) Amusement and family entertainment establishments, (indoor or outdoor)
 - (b) Aquatic parks
 - (c) Golf course, driving range, and miniature golf
 - (d) Ice centers (indoor or outdoor), roller rink (indoor)
 - (e) Motion picture theater
 - (f) Athletic fields (baseball, softball, football, cricket, lacrosse, soccer, etc.) (indoor or outdoor)
 - (g) Stadiums (outdoor and enclosed)
 - (h) Swimming pool (indoor, private club)
 - (i) Health, tennis, racquetball, recreation clubs, and spa or day spa
 - (j) Theater (enclosed)

Current "C-2" Regional Retail District

The C-2 Regional Retail District is for larger retail developments. Typically, the Regional Retail District is intended for uses which, because of their size or nature of operation, generate higher volumes of vehicular or truck traffic. This category is not normally associated with the day-to-day shopping needs

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of local residents.

(1) Permitted Uses.

FARMING - Nursery, Wayside stands

AGRICULTURAL BUSINESS - Feed and grain sales, Greenhouse (commercial), Seasonal sale of local farm products, Veterinary clinic

AUTOMOTIVE - Agricultural implement sales and service, Ambulance service and garage, Automotive rental, Automobile sales (showroom)/used car sales component, Boat sales, Motorcycle showroom and service, Truck sales (new)

COMMERCIAL RECREATION - Baseball field & batting cages, Billiard parlor, Boat launching ramp and/or marina (for non-motorized or less than 10 h.p. craft), Boat rental and storage, Bowling alley, Game room, Golf course and driving range, Health club or gymnasium, Indoor rifle/pistol shooting range, Miniature golf, Motion picture theater, Park, Rink (roller, skating or skateboard), Soccer field, Swimming pool (indoor, private club), Tennis/Racquetball club (private), Theater (enclosed)

COMMERCIAL SERVICE - Advertising agency, Appliance service only, Blueprint (incl'g. photostat and copy shop), Business machine repair, Exterminating and fumigating, Furniture repair and refurbishing, Newspaper or publisher, Office equipment & supplier sale, Radio and television studio (w/o tower), Real estate office, Stenographic service

CONSTRUCTION - Electrical equip. sales/fixtures, Plumbing supplies & fixture sale, Pump sales

EDUCATION - Art, charm, dancing, dramatic/music schools, College, university or junior college, Commercial or trade school (other school offer training), School for mentally or physically handicapped

FINANCIAL - Bank, Credit union, Savings and loan association - excluding drive-through establishments

FOOD SERVICE - Carry-out food service, Catering service, Drive-thru food service, Ice cream shop, Restaurant, Soft drink stand

HEALTH CARE - Medical laboratory, Professional doctor office or clinic

INDUSTRIAL SERVICE - Mirror & glass supply & refinish, Upholstery shop

OFFICE - Bookkeeping service, Corporate headquarters, Detective agency, Employment office, Engineering office, Income tax service, Insurance office/agency, Professional offices (also see: Public uses – HEALTH CARE), Office for executive or administrative purposes, Public accountant, Stockbroker, Ticket office, Title company, Travel agency, Utility office

PERSONAL SERVICES - Barber shop, Beauty shop, Catalog sales office, Clothes (pressing and repair), Day spa, Dressmaker or seamstress, Funeral home (mortuary), Hotel/Motel, Laundry, cleaning & dyeing-retail, Locksmith, Photography, Reading room, Shoe and hat repair, Tailor, Taxidermist, Weaving & mending (custom)

RETAIL - Antique sales, Appliance sales, Art gallery-art studio sales, Art supply store, Auto accessory store, Bakery, Bicycle shop, Bookstore, Camera shop, Cigar, cigarette & tobacco store, Clothing store, Craft studio, Department store, Drug store, Fish market-retail, Floor covering sales, Florist sales, Fruit & vegetable market—retail, Furniture sales (new), Gift shop, Grocery shop (convenience center), Grocery store (retail), Hardware store (retail), Health food store, Hearing aid store, Household furnishings shop, Jewelry (retail), Leather goods, Liquor store, Magazine & newsstand, Meat market, Music, instrument & record store, Paint & wallpaper store, Pet shop, Picture frame shop, Souvenir (curio shop), Sporting goods, Stationery store, Swimming pool & assoc. fixtures, Toy store, Typewriter sales, Upholstery shop, Watch, clock (sales & repair)

PUBLIC FACILITIES - Armory, Government offices & services, Library, Museum

PUBLIC RECREATION - Sports arena, Stadium

TRANSPORTATION - Heliport

(2) Special Uses.

FARMING - Grass or sod farm, Orchard

AGRICULTURAL BUSINESS - Dairy farm, Kennel/boarding, Stable (boarding, livery or private)

AUTOMOTIVE - Automotive car wash and/or detailing, Automobile repair (major or minor), Auto Sales (used), Garage (bus or truck), Gasoline service station/Gasoline station, Mobile home sales, Outside storage of vehicles, Recreational vehicles sales/service, Taxicab garage, Trailer rental, Truck rental, Truck repair, Truck sales (used)

COMMERCIAL RECREATION - Amusement park, Club (indoor or outdoor, private), Dance hall, Rod and gun club, Theater (Drive-in)

COMMERCIAL SERVICES - Outdoor sales and service, Mini-storage/Mini-warehouse

EDUCATION - Church or church school, High school & grade school (K-12)

FINANCIAL - Currency exchange, Drive through establishment, Personal loan agency

FOOD SERVICE - Drive-in food service, Frozen food locker, Tavern, Nightclub/discotheque

HEALTH CARE - Child care (center), Hospital (communicable disease, general) and Treatment Center for alcoholism, drug addiction and similar affliction, Mental health clinic, Mental Hospital, Nursing/Sheltered care home

PERSONAL SERVICES - Interior decorating studio

RETAIL SALES - Furniture sales (used), Outdoor sales & service, Secondhand store

PUBLIC FACILITIES - Post office

PUBLIC RECREATION - Community center

PUBLIC UTILITIES - Public utility transmitting tower, Sub-station, Water storage tank

RELIGIOUS - Church or other place of worship, Rectory

SPECIAL USE DISTRICTS - Mining (Extraction of Earth Products)

TRANSPORTATION - Parking area (public), Parking garage (public)

Future Development

It is anticipated that a number of development considerations would be discussed as a part of a future development, including the following:

- Possible signalization of the intersection north of Jim Dhamer Drive/Freeman Road, subject to approval by the Illinois Department of Transportation
- Donation of a parcel for hotel development
- Extension of a gravity sanitary sewer line on the property west of Route 47 to eliminate reliance on a temporary lift station
- Repurposing of the existing stone monument sign on Interstate 90
- Resurfacing of Freeman Road and Jim Dhamer Drive
- Burial of overhead utility lines on the east side of Route 47
- Extension of the multi-use path from Oak Creek Parkway to Freeman Road
- Potential creation of a Business District

Courtesy Review

The petitioner has requested the Village Board conceptually review the proposed plan for amending the I-90/IL 47 Gateway. The Village Board is not required to provide a formal position statement on the proposal, and the developer shall not be required to comply with any position statements which are offered. The concept review shall provide the developer 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.

Director Nordman completed his presentation. Village Manager Johnson added the petitioner was in attendance and would like to address the Village Board.

Mr. Phil Waters from Huntley Limited Development Partnership (Horizon) thanked the Village Board for their previous meetings and providing input and feedback. HDLP has tried their best to address the Board's suggestions and concerns.

Mr. Waters referenced Trustee Hoeft's previous inquiry as to why the creek had to be rerouted. HDLP reviewed the overall area and has now decided to not move the creek. It was decided, instead, to create retail on the west side of Route 47.

Mr. Waters added that HDLP is already working with the State to move the intersection north of the west side retail by the cul de sac in Neighborhood 32 in Sun City south to the east/west street by the water tower access road. This would move it away from the residential zoning and make the intersection more useable.

Mr. Waters proposed having the Village and HDLP create a joint marketing effort to promote a hotel near Life Spine on an approximately 3 acre site. HDLP would consider discounting the value of the land in hopes of attracting a hotel developer. He added that hotels tend to develop in clusters like fast food chains, so the hope would be that additional hotels would develop in that area as well to create additional sales tax, property tax, jobs, etc.

Mr. Waters said HDLP would transfer ownership of their existing tollway monument sign to the Village after enhancements were made to the sign. He proposed adding new verbiage or possibly adding an LED feature.

Mr. Waters referenced the current lift station on the northwest corner of Jim Dhamer Drive and Route 47 which was installed 25 years ago by HDLP. He said it proves to be high maintenance for the Village and proposed to pay for a gravity operated sewer line in place of the current lift station. The cost for the improvement would be between \$500,000 - \$750,000 and would be in place before the first building would be constructed on the west side of Route 47

There are currently 7 or 8 overhead utility poles on the east side of Route 47 which Horizon is proposing to bury.

Mr. Waters added the utility lines along Route 47 and the east/west road by the substation will be removed and buried.

Mr. Waters completed his presentation with two final items being contributing to the General Road Fund for the east and west side of Route 47 development impacting the Village roadways. He is currently working with the Village Manager to establish a contribution amount. Mr. Waters concluded with saying HDLP will extend the existing bike path along Route 47 from Oak Creek Parkway to Freeman Road.

Trustee Leopold thanked Mr. Waters for working with the Village and making some improvements to the original concept plan. He added that he would like to see the proposed C-2 zoning front Freeman Road and move the BP zoning line to behind the existing restaurant boundary line area. Mr. Waters agreed that his request could be done.

Trustee Piwko asked if HDLP would be the actual developer of the project. Mr. Waters said no; each developer would make their own application for each specific site and enter into their own development agreement with the Village. Trustee Piwko asked if HDLP had a developer and how soon a developer would come in with a petition. He also reminded Mr. Waters of the Village's strict development guidelines and added that he hopes each developer that comes to the Village for approval not only meets Village standards but exceeds them. Mr. Waters agreed with Trustee Piwko in acknowledging the development standards. Mr. Waters said HDLP does not currently have an interested party, primarily because of the lack of zoning.

Trustee Kanakaris questioned if the pond could be moved. Mr. Waters said the pond could not be moved because of the gravity conveyance and wetlands area. Village Manager Johnson added there is a possibility of enhancing the appearance of the pond with extensive landscaping.

Trustee Goldman also thanked the petitioner for working with the Village primarily for addressing the issue with Neighborhood 32 and not rerouting the creek.

Trustee Kanakaris said he agreed with Trustee Leopold about retaining the C-2 zoning along Freeman Road and the BP zoning to behind the restaurant. He questioned the distance between the residential and commercial properties. Mr. Waters said there were two concepts with a building on the north and south side of the intersection. One concept has a distance of approximately 280' from the residential property and one concept has a distance of approximately 330'. Village Manager Johnson said there would be a substantial buffer of a landscaping and berm feature. Trustee Kanakaris said he would like to see a 50' buffer.

Trustee Westberg thanked the petitioner for working with the Village to address previous concerns and appreciated their effort to bury the utility lines.

Mayor Sass said the utility lines would be required to be buried as with any new project per ordinance. He added that he liked the new concept plan but would have to know that a developer was ready to go before he would approve the rezoning. Mayor Sass stated that the Village can process a development application quickly so the rezoning of the property shouldn't make a difference in finding a developer. He would like to know what the business is that is interested and how many employees the business would bring to the Village. Trustee Kanakaris said the land has been sitting for 30 years and looks forward to seeing it developed. Trustee Kanakaris asked Mr. Waters if all the improvements discussed would be done right away. Mr. Waters said the improvements would be done in stages. Village Manager Johnson included that obtaining IDOT approval for moving the intersection could take up to 18 months. Mr. Waters said HDLP has already begun discussions with IDOT.

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

Action Requested

Presented for discussion purposes only.

- e) Policy Direction – Text Amendment to Village of Huntley Zoning Code and Amendment to Title III: Administration – Government, Chapter 32: Departments, Boards, and Commissions and Referral into the Formal Review Process to Combine the Plan Commission and Zoning Board of Appeals

Mayor Sass reported the Plan Commission and Zoning Board of Appeals (ZBA) are two separate advisory bodies that each consist of seven appointed members. Currently, there are three vacancies on the ZBA, with another vacancy to occur later in July. The ZBA typically meets two to three times a year.

Staff Analysis

The Zoning Board of Appeals reviews and conducts public hearings for simplified residential zoning variations, appeals regarding Zoning Ordinance interpretations, and other matters as referred to it by the Board of Trustees. The Plan Commission reviews and conducts public hearings for special use permits, planned unit developments, site plans, plats of subdivision, amendments to the Zoning Ordinance, and other matters as referred to it by the Board of Trustees.

In order to facilitate a more efficient development review process, many communities have combined the functions of the Plan Commission and Zoning Board of Appeals into a Planning and Zoning Commission. Algonquin, Crystal Lake, and Lake in the Hills all function with a combined commission. In light of the limited activity of the ZBA and the membership vacancies, Staff is seeking Village Board direction regarding the consolidation of the two commissions into one commission.

Financial Impact

None.

Legal Analysis

The Plan Commission would be required to conduct a public hearing on the Zoning Code text amendment and forward a recommendation to the Village Board. An amendment to the administrative code of the Village would also be required to implement the proposed change.

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

Action Requested

There was a consensus of the Village Board to Refer into the Formal Review Process for Consideration of a Text Amendment to the Village of Huntley Zoning Code and Amendment to Title III: Administration – Government, Chapter 32: Departments, Boards, and Commissions to Combine the Plan Commission and Zoning Board of Appeals.

g) Presentation – Intergovernmental Risk Management Agency (IRMA)

Village Manager reported the Village joined the Municipal (Self) Insurance Cooperative Agency (MICA) insurance pool effective July 1, 2009 to provide public liability insurance. In October 2018, the Village gave withdrawal notice to the pool. Based on MICA's by-laws the Village will remain in the MICA pool until April 30, 2020.

Staff Analysis

The Village has been reviewing other options for public liability insurance coverage. While the option of moving to an individual insurance broker may result in a potential lower premium, attorney fees would be higher. Another pool option available to the Village is the Intergovernmental Risk Management Agency (IRMA), a member-owned, self-governed public risk pool.

Financial Impact

The Village would continue to budget for the cost of public liability insurance coverage in the Water
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Fund, Wastewater Fund and Liability Fund. Initial estimates show a savings by moving to IRMA.

Legal Analysis

None required.

Village Manager Johnson reviewed the following IRMA Advantages and comparisons to the current Village insurance carrier.

IRMA ADVANTAGES

- IRMA is a non-profit government entity with all surpluses returned to members. In 2018 IRMA returned \$11 million in investment income to its members.
 - MICA – The Village has not received any surpluses yet since becoming a member
 - Individual Broker – Would not provide the opportunity for a surplus or investment of funds
- IRMA is an independent, member-owned risk pool. IRMA is not a “broker” pool, where a broker is paid a commission each year to find private insurance from a “for-profit” company. Members own the pool and control the coverage provided and can enhance coverage to meet the needs of municipalities.
 - MICA – Pays a broker commission annually to find coverage for the pool from "for-profit" private insurance companies
 - Individual Broker – Receives an annual commission to review coverage from "for-profit" private insurance companies.
- IRMA offers various grant opportunities associated with CALEA, ILEAP, APWA, Lexipol, BackSafe Training and Safety Equipment
 - MICA – Does not offer any grant programs
 - Individual Broker – Does not offer any grant programs
- IRMA conducts annual property appraisals at no additional cost
 - MICA – One appraisal has been conducted to date with MICA at no additional charge. Large spike in premium that year.
 - Individual Broker – Unknown
- IRMA is financially stable. IRMA members pay contributions to IRMA based on a uniform and transparent formula that avoids spikes in rates because IRMA utilizes a 5-year look-back at losses and there is also a cap on the amount included in the formula for large losses. The estimated premium for the Village next year is \$385,036
 - MICA - Historical premium range from \$282,594 - \$473,317
 - Individual Broker – Unknown; IRMA averages 35% less than the commercial insurance market
- IRMA offers six options for deductible credits

- MICA – Offers two options for deductible credits
- IRMA offers a variety of training programs tailored to the municipality’s individual needs
 - MICA – Only offers limited training programs
- IRMA has no specialized focus on municipalities with higher claims
 - MICA - Allocates 400 Risk Control Hours to the "Top Ten Target Members" having the highest claims. The Village of Huntley is not one of those top ten members.
- IRMA utilizes an in-house claims department and employs several litigation attorneys
 - MICA – Utilizes an outside claims manager and does not employ any full-time staff
 - Individual Broker – Would not manage claims or provide any legal services

Village Manager Johnson stated that Ms. Margo Ely, Executive Director of IRMA was in attendance to provide a power point presentation showing an overview of the benefits of joining the pool and the advantages as compared to other pool options and individual brokers. Also in attendance with Ms. Ely were Ms. Susan Garvey, Director of Legal Services and Jennifer Swahlsted, Director of Risk Management and Training.

Following the power point presentation by Ms. Ely, Mayor Sass asked if the Village Board had any questions or concerns. Trustee Leopold asked if IRMA would take over existing Village claims. Ms. Ely stated there would be some exceptions; however, most claims would be taken over by IRMA. Village Manager Johnson stated MICA would retain all claims until the transition took place. Trustee Leopold asked what would happen in the case of a catastrophe such as an airplane crashing within the Village limits and who would fund the event. Ms. Ely replied that consultants and experts from all fields would be on site immediately to assist with all components of the emergency and IRMA would most likely fund the disaster if it was deemed a liability. Trustee Leopold questioned who the carriers are in IRMA and asked if they were reinsurers. Ms. Ely said it was Munich Re and Great American and yes they are reinsurers. Ms. Ely added the excess insurance for workers compensation with Safety National.

Action Requested

There was a consensus of the Village Board directing Staff to continue discussions with IRMA representatives.

f) Policy Direction – Sun City Boulevard Parking

Village Manager David Johnson made a presentation regarding the parking issue on Sun City Boulevard in the vicinity of the Eakin Ball Field and the Tall Oaks Tennis Court. The current pavement markings on the roadway do not allow for parking along Sun City Boulevard at any location. In addition, the 2006 approval for the expansion of the tennis court area acknowledged that the off-street parking provided in the parking lot did not provide the required spaces and that overflow parking is to take place in the Prairie Lodge parking lot.

Staff Analysis

Staff has worked with CBBEL to identify a pavement marking plan and signage that would provide for an area of parking near the ball field on Sun City Boulevard. The plan includes signage identifying a

reduction from two lanes of westbound through traffic to one lane for approximately 960 feet and then resuming with two through lanes west of the Millgrove Woodshop to Countryview Boulevard. This would provide for approximately 40 on-street parking spaces on the north side of the road. As proposed, similar markings and signage would be installed on the eastbound lanes that would provide for approximately 35 on-street parking spaces on the south side of the road. Two through lanes eastbound would resume and carry on to Del Webb Boulevard. On-street parking is not proposed near the tennis courts, as the previous approval for the tennis court expansion identifies the Prairie Lodge as the designated off-street parking area. However, if the Board's direction is to allow parking on Sun City Boulevard near the tennis courts, Staff will review with CBBEL to determine appropriate lane markings.

Financial Impact

The estimated cost to revise pavement markings and install signage along a section of the roadway to accommodate on-street parking is approximately \$1,000.

Legal Analysis

None required.

Following Village Manager Johnson's presentation, Chief Porter added his concurrence with Manager Johnson's presentation and agreed that the parking has been problematic for quite some time, especially during the summer months.

Village Manager Johnson requested the input of the Village Board as to their wishes to address the situation.

Trustee Leopold agreed about the amount of cars illegally parked on the street but said it's been going on for 15 years with no problem and suggested to not do anything. Trustee Leopold warned the Village Board that by doing something now, the Village would upset more Sun City residents than there are illegal parkers. Village Manager Johnson said that by law, the Village has to do something. The road needs to be either restriped or the vehicles must move.

Trustee Goldman said that too many vehicles do park on Del Webb Boulevard and that they should be parking at the Prairie Lodge as discussed. She added that the ball field parking issue is a different issue and that the Village should stripe the street saving the Village liability exposure near the ball field.

Trustee Piwko and Trustee Kanakaris questioned if there was an alternate place for the ball players to park. Perhaps some landscaping could be moved or changed to allow temporary parking somewhere other than the street. Trustee Hoeft suggested waiting until the end of the season and to try to come up with a viable solution for the 2020 softball season.

Trustee Westberg said that he was not in favor of the Village striping the street because it would show CAM that the Village would fix the problem instead of making CAM taking responsibility to address their problem. He asked if the Village could temporarily put cones out for the parking and perhaps the LED signage board near the fields. Village Manager Johnson said the Village could put out the cones and LED board.

Mayor Sass said he would like to see CAM address the problem and not to rely on the Village to fix the problem.

Mayor Sass asked if it was the desire of the Village Board to address the problem during the 2019 07.11.19 VB Meeting

softball season, or to address it for the 2020 season.

Mayor Sass then asked if there were any further questions or comments. There were none.

There was a general consensus of the Village Board to reinforce the overflow parking for the tennis courts to park at the Prairie Lodge and have CAM install larger signs directing the overflow parking. Staff was directed to meet with CAM as well as representatives from the pickleball and tennis clubs. As for the softball field parking issue, there was a general consensus to address the situation prior the 2020 softball season.

- h) Consideration – A Resolution Approving a Proposal from B&F Construction Code Services, Inc. to Provide Plan Review Services for the Development Services Department

Village Manager David Johnson reported the Building and Code Enforcement Division of the Development Services Department is responsible for reviewing and approving construction plans for all applicable codes. For the past several years plan review services have been primarily provided by a contractual agreement with an outside consultant. The consultant currently providing these services is relocating and no longer available to conduct reviews for the Village.

Staff Analysis

Moving forward, staff is proposing to utilize B&F Construction Code Services Inc. (“B&F”) for plan review and chief building official services. B&F has provided backflow inspections for the Village for the past six (6) years which has been a positive experience for both residents and staff. They have also provided plan review and inspection services for the Village in the past. Based on this familiarity, staff believes B&F is a logical fit to take over plan reviews for the Development Services Department. B&F would also act as the Village’s Building Official and assist with code interpretations when needed. Their offices are located nearby in Elgin, near the intersection of I-90 and Randall Road.

B&F would provide plan review and Building Official services on an as needed basis. The cost of plan reviews would be in accordance with the attached fee schedule and in most instances will be higher than the previous consultant, while Building Official services would be invoiced at \$95.00 per hour, which is the same rate as the previous consultant.

Financial Impact

The FY19 Budget includes funding for an outside consultant for both plan reviews and Building Official services. Staff notes, the Village is reimbursed the cost of commercial/industrial plan reviews as part of the building permit fee.

Legal Analysis

None required.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote Sound Financial Management and Fiscal Sustainability*” as a strategic priority and “evaluate alternative staffing models to provide most efficient and highest quality service to residents” as a goal, and “continue to balance and evaluate the use of full-time, part-time, and contractual arrangements to provide services to Village residents” as an objective.

Village Manager Johnson completed his presentation and said he would be happy to answer any questions from the Village Board. Mayor Sass asked how B & F compared to the current plan review company. Village Manager Johnson replied they were fairly consistent. The resident plan reviews will continue to be done in-house and the larger plan reviews will be sent out with the cost of the outside reviews being paid for by the petitioner. Trustee Leopold questioned the turn-around time for a large plan review. Director of Development Services Nordman stated he was pleased with the first two reviews sent to B & F. The first plan review was returned in nine days and the second review was returned in five days.

Mayor Sass asked if there were any additional comments or concerns. There were none.

A MOTION was made to approve a Resolution approving a proposal from B&F Construction Code Services, Inc. to provide plan review and Building Official services for the Development Services Department.

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

- i) Consideration – A Resolution Granting Approval of the Sale and/or Disposal of Village-Owned Property

Mayor Sass reported that some of the new vehicles approved in the FY19 budget have now been delivered and staff will utilize an online auction service to sell vehicles and equipment no longer in service.

Staff Analysis

Staff is requesting approval to sell or dispose of two vehicles. These items have reached the end of their useful life with the Village.

Vehicle #	Vehicle Year	Item Description	VIN#
1616	2008	Ford F150	1FTPW14V68FB41589
1909	2003	Ford F150	1FTNF21L53ED85183

The vehicles will be sold in accordance with the Village vehicle replacement policy through an online auction company that specializes in the sale of public surplus items.

Financial Impact

Revenue generated from the sales will go into the Equipment Replacement Fund.

Legal Analysis

None required.

Mayor Sass asked if there were any questions or concerns. There were none.

A MOTION was made to approve a Resolution Granting Approval of the Sale and/or Disposal of Village-Owned Property.

MOTION: Trustee Westberg

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- j) Consideration – Approve but Not Release Executive Session Minutes for January 11, 2018, February 8, 2018, February 22, 2018, March 8, 2018, June 28, 2018, September 27, 2018, October 11, 2018, December 6, 2018, January 24, 2019, March 28, 2019 and April 25, 2019

Mayor Sass reported the Executive Session minutes listed below are being requested to be approved for context, but not to be released. He added that three motions will be needed due to Trustees being absent for certain meetings. Trustee Leopold was absent for the February 8, 2018 and December 6, 2018 meetings and Trustee Kanakaris was absent for the March 28, 2019 meeting.

The Village Board is requested to approve, for context, the following Executive Session Minutes: January 11, 2018; February 8, 2018; February 22, 2018; March 8, 2018 June 28, 2018; September 27, 2018; October 11, 2018; December 6, 2018; January 24, 2019; March 28, 2019; April 25, 2019.

A MOTION was made to approve for context only and not to be released, the following Executive Session Minutes:

- **January 11, 2018; February 22, 2018; March 8, 2018 June 28, 2018; September 27, 2018; October 11, 2018; January 24, 2019; and April 25, 2019.**

MOTION: Trustee Leopold

SECOND: Trustee Westberg

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 for context only and not to be released, the following Executive Session Minutes:

- **February 8, 2018 and December 6, 2018.**

MOTION: Trustee Hoeft

SECOND: Trustee Piwko

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

NAYS: None

ABSTAIN: Trustee Leopold

ABSENT: None

The motion carried: 5-0-1-0

A MOTION was made to approve for context only and not to be released, the following Executive Session Minutes:

- **March 28, 2019.**

MOTION: Trustee Westberg

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

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT: Mayor Sass wished Trustee Westberg a Happy Birthday.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

- j) Probable or Imminent Litigation and Pending Litigation
- k) Contractual
- l) Property Acquisition, Purchase, Sale or Lease of Real Estate
- m) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
- n) Collective Bargaining
- o) Appointment, Discipline or Removal of Public Officers
- p) Appointment of a Public Officer
- q) Review of Closed Session Minutes
- r) Other

Mayor Sass requested a motion to enter Executive Session for item a) Probable or Imminent Litigation and Pending Litigation.

A MOTION was made at 8:35 p.m. to Enter into Executive Session for a) Probable or Imminent Litigation and Pending Litigation.

MOTION: Trustee Leopold
SECOND: Trustee Piwko
The Voice Vote noted all ayes and the motion carried.

A MOTION was made to exit Executive Session at 8:45 p.m.

MOTION: Trustee Hoeft
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 8:46 p.m.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris
The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Rita McMahon
Village Clerk