

**VILLAGE OF HUNTLEY
VILLAGE BOARD
September 23, 2021
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, September 23, 2021 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Timothy Hoeft; Trustees: Ronda Goldman, Mary Holzkopf, Niko Kanakaris, Curt Kittel, Harry Leopold, and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Public Works and Engineering Timothy Farrell, and Village Attorney Betsy Gates-Alford.

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

SPECIAL PRESENTATION:

- a) Arteriovenous Malformation (AVM) Awareness Month

Mayor Hoeft read the following proclamation:

WHEREAS, an arteriovenous malformation (AVM) is a complex tangle of arteries and veins that bypasses normal brain tissue and directly diverts blood from the arteries to the veins, potentially resulting in devastating ruptures, seizures or death; and

WHEREAS, an estimated 18 in 100,000 people in the United States have an AVM in the brain; and

WHEREAS, approximately 10-58% of AVM patients have various kinds of aneurysms, and is at risk for bleeding or rupture resulting in possible brain damage or long term disability; and

WHEREAS, 50% of AVM patients present as sudden hemorrhage, bleeding in the brain, or a form of stroke; and

WHEREAS, access to accurate information, expertise, and community to support survivors, caregivers, families, and friends in making educated decisions about treatment and coping can make a critical difference in minimizing risks and increasing the quality of life for those affected; and

WHEREAS, more research is needed to determine the causes, discover better treatment options, and find a cure for AVM. Increased public awareness is necessary so that individuals are better able to recognize symptoms and understand available resources and options.

NOW, THEREFORE, on behalf of the Village Board of Trustees, I Timothy H. Hoeft, Village President do hereby proclaim October 2021 as AVM Awareness Month in the Village of Huntley and encourage all citizens to raise awareness of Aneurysms and AVMs and support efforts being made to help those affected by these brain conditions. Signed and Sealed this 23rd day of September 2021.

PRESENTATION: McHenry County Mental Health Board Executive Director, Scott Block

Executive Director Scott Block reviewed some of the programs of the McHenry County Mental Health Department such as the McHELP free App; the County-wide Social Service Programs available 24/7; the several out-patient youth help facilities and Director Block also reported on the People In Need Forum being held in January.

PUBLIC COMMENTS:

Sam Tenuto, 11304 Caldwell, introduced himself and presented information on Pioneer Center and reported that it is a 63 year old agency that helps the homeless, those in need with behavioral health issues, NISRA, and the BRIGHT program. Mr. Tenuto reported that their offices will be moving in to the Huntley Park District building which is also the home of Huntley Community Radio.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the September 23, 2021 Bill List in the amount of \$1,273,179.58

Mayor Hoeft reported that \$964,205.46, or 75.8% is the sum of the following purchases:

- \$205,832.56, payment to other taxing bodies for development impact fees.
- \$658,963.10, payment to Arrow Road Construction Co. for Payout 3 for the 2021 MFT Street Improvement Program.
- \$99,409.80, payment to Copenhaver Construction Inc. for the Freeman Road Culvert Replacement Project.

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

A MOTION was made to approve the September 23, 2021 Bill List in the amount of \$1,273,179.58.

MOTION: Trustee Kanakaris

SECOND: Trustee Westberg

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- b) Conceptual Review – New Cemetery for St. Mary Catholic Church, 10307 Dundee Road

Deputy Village Manager Lisa Armour reported that St. Mary Catholic Church is requesting to create a new cemetery on 2.45-acres of their property at 10307 Dundee Road. The current St. Mary Cemetery on Dean Street is near capacity with only a few niches left and no available gravesites. The creation of a new cemetery on Dundee Road will require a Special Use Permit and amending the Church's Planned Unit Development (PUD).

St. Mary Church is also in early discussions to purchase an additional 12.75 acres of the old Kreutzer Farm immediately to the east of the church property. The church intends to use a portion of this acreage for cemetery's second phase, which would require annexation of the property. A timeline for the second phase has not been identified at this time.

The St. Mary Church site, zoned “RE-1 (PUD)” Residential Estate Planned Unit Development, received its initial required PUD approval on March 9, 2000 and a 22,981 square foot main sanctuary building was constructed which opened in November 2001. Since that time there have been several amendments to the PUD to accommodate building additions and parking expansions. Most recently, the PUD was amended for a fifth time on July 27, 2019, for a 1,975 square foot administrative office addition. The addition of a cemetery will require the sixth amendment to the PUD.

Site Plan – Cemetery Phase 1

The first phase of the cemetery will be located on 2.45 acres of vacant land the church owns directly south of the parish center. Access to the cemetery will be off the existing north-south drive aisle that provides access to Kreuzer Road. The concept sketch shows internal access to the cemetery being provided along the south edge of the cemetery; however, additional detail is not provided as to how the drive will circulate around the property. These details will be provided on the engineering/grading plans that will be required with the formal application.

The cemetery will include a paved and landscaped altar feature and 496 columbarium niches at the center of the property. There would be 1,444 gravesites within the cemetery, with an additional 86 gravesites and 76 niches for infants to be located at the northeast corner of the site. The proposed sketch indicates trees will be planted around the perimeter of the cemetery.

Cemetery – First Phase

	Main Cemetery	Infant Area	Total Spaces
Gravesites	1,444	86	1,530
Columbarium Niches	496	76	572
Total Spaces	1,940	162	2,102

The Special Use Standards for Cemeteries, Section 156.068(F)(2) of the Zoning Ordinance, require the following for new cemeteries:

1. The site must contain at least 10 acres. *Meets standard.*
2. The cemetery shall not interfere with the development of collector and larger streets in the vicinity. *Meets standard.*
3. All burial buildings (including columbaria) shall be set back at least 80 feet from a street, and 55 feet from all side and rear lot lines. *Further information is needed regarding the distance of the columbaria in the infant cemetery and the side (east) lot line.*
4. All graves or burial lots shall be set back at least 30 feet from any street bounding the cemetery and at least 25 feet from all side and rear lot lines. *Further information is needed regarding the distance of the gravesites along the side (east) lot line.*
5. Adequate parking shall be provided on the site, and no cemetery parking shall be permitted on any public street. *The church parking lot is located nearby. Further information is needed regarding the drive aisles within the cemetery.*

Required Approvals

The project will require the following review and approvals from the Plan Commission and Village Board:

- i. Amended Planned Unit Development (Sixth Amendment)
- ii. Special Use Permit for a Cemetery

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.

Deputy Director Armour reported that Mike Allen was in attendance to answer questions.

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

Trustee Westberg stated that he was concerned with the south area for future expansion. Mr. Allen stated that the 2nd phase will probably take place in 40-50 years.

Trustee Kittel asked if they could go south on the second plot. Mr. Allen stated that was not an option.

There were no other comments.

No action was required for this agenda item as it was a concept review.

- c) Conceptual Review – M/I Homes of Chicago, Proposed Site Plan and Home Elevations for a New Residential Subdivision on ±82 acres commonly known as 10902 Dundee Road

Deputy Village Manager Lisa Armour reported that the Kudlach property was annexed into the Village on July 14, 2005 and originally consisted of approximately 139.4 acres which included the ±82 acres being considered for development by M/I Homes, in addition to ±38 acres on the south side of Huntley/Dundee Road, ±10 acres located west of Ruth Road, and ±2.8 acres at the northeast corner of Huntley/Dundee Road and Haligus Road. Portions of the property were previously sold to the Village of Huntley for the Municipal Complex and Shepherd of the Prairie Church. The ±10 acres, west of Ruth Road, was sold to an investor and remains undeveloped. The annexation agreement, which will expire in July 2025, allowed for the subject ±82 acres to be developed as a mix use development that would accommodate commercial and business park zoning with multiple family residential being acceptable as a component of a mixed use development (see attached conceptual site plan). The agreement specifically stated that “except as called for in the mixed use designation the property shall not be zoned or developed as residential.” In the 16 years following the annexation of the property there has been little to no interest in developing it as contemplated by the annexation agreement.

Development Summary

M/I Homes is proposing to develop the ±82 acres, located directly south of the Village Municipal Complex, with 150 single family homes and 62 townhomes. Access to the subdivision is proposed from LJ Marak Drive to the north with the main subdivision entrance being located along Huntley/Dundee Road on the south side of the property. A 30-foot landscape buffer is proposed between the single family lots that are adjacent to the Municipal Complex and Shepherd of the Prairie Church. A 35-foot landscape buffer is proposed along Huntley/Dundee Road and Haligus Road.

The proposed single family lots range from 8,400 square feet to 19,259 square feet with an average lot size of 10,002 square feet. The 62 townhomes would be located near the southeast corner of the

property, adjacent to the site’s primary entrance. The existing wetland areas at the northeast corner of the property will be preserved and will include an area of approximately 4.6 acres dedicated for stormwater management. Additional areas for stormwater management would be located near the intersection of Ruth Road and Huntley/Dundee Road and adjacent to the subdivision’s primary entrance along Huntley/Dundee Road.

The developer is proposing a combination of park land donation and fee in-lieu to meet the required park district donation requirements for the subdivision, although a park site location is not identified on the site plan. The developer will be scheduling a meeting with the Huntley Park District to discuss opportunities following the Village Board’s review of the conceptual plans.

Home Product

The proposed single family homes include ten different floor plans, including three ranch options. Each floor plan provides six options for elevations (with exception to the Austin plan which provides five options). Partial basements will be standard on all elevations. The following is a summary of the single family plans:

Single Family Floorplans

Plan	Base Sq. Ft.	Stories	Standards Bedrooms	Optional Bedrooms
Maxwell	1,696	1	2	3
Austin	1,776	1	2	3
Briarwood	2,004	1	2	NA
Baldwin	2,281	2	3	4
Cahill	2,350	2	3	4
Dunbar	2,484	2	3	3
Aberdeen	2,540	2	3	NA
Eastman	2,738	2	4	NA
Essex	2,872	2	4	5
Hudson	3,097	2	4	5

The proposed townhomes will include the use of three elevations, which will be of similar styles to the single family homes within the subdivision. The size of the townhomes will range from 1,480 square feet – 2,116 square feet and will consist of both two and three bedroom floorplans (a fourth bedroom option will be offered on the largest floorplan).

Financial Impact

The existing annexation agreement for the site does not address impact fees. The required amendment to the annexation agreement shall identify impact fees required for the subdivision.

Legal Analysis

The proposed use of the property shall require an amendment to the Annexation Agreement to allow for single family and attached single family as acceptable uses. The Annexation Agreement amendment shall require a public hearing to be held by the Village Board. The preliminary/final plats of subdivision and preliminary/final planned unit development necessary for the subdivision shall require a public hearing by the Plan Commission.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “Promote New Business Development, Retention, and

Expansion” as a Strategic Priority, “Diversify Residential Development Options” as a goal, and “Pursue new residential development” as an objective.

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.

Deputy Village Manager Armour reported that representatives from the petitioner were in attendance to any questions.

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

Trustee Westberg asked if there will be a barrier between the southeast side homes and the townhomes; Julie Workman, M/I Homes Attorney, said that there would be. Trustee Westberg asked if the townhomes will have a separate HOA from the single-family homes; Ms. Workman stated yes. Trustee Westberg stated that he would like bubblers installed in the retention ponds.

Trustee Goldman stated that she did not care for the mixture of townhomes with single-family homes. Trustee Goldman stated that she was pleased that basements are standard and she was pleased with the offering of ranch homes. Trustee Goldman asked how many units were in the townhomes and asked if they were offered as a less expensive offering; Ms. Workman stated that they are offered to serve a different market such as singles, empty nesters and first-time home owners. Trustee Goldman stated that she did not like the small homes only having 1,696 square feet but did appreciate them also having a basement standard.

Trustee Leopold stated that the 1,696 square foot size home was too small. Trustee Leopold stated he would like the internal path to connect to the bike path on Haligus Road.

Mayor Hoefft stated that he wants the bike path to connect to Haligus Road.

Trustee Kanakaris stated that bubblers are needed in the retention areas and that he wants the 60’ wide lots to be increased to a standard 70’ wide lot.

Trustee Kittel stated that he also wants 70’ wide lots and suggested that they move the townhomes to the 10 acre parcel west of Ruth Road. Trustee Kittel also stated that he would want the “Traditional” home façade to be removed from the plan.

Trustee Holzkopf agreed with the minimum 70’ wide lot size requirement. Trustee Holzkopf stated that she liked the different home styles and options and that she also liked the mixture of townhomes with single-family homes.

There were no other comments or questions.

No action was required for this agenda item as it was a concept review.

- d) Consideration – A Resolution Authorizing Negotiation of a Redevelopment Agreement with Billitteri Enterprises, LLC for the Former Fire Station Property, 11808 Coral Street

This item was moved on the agenda to after Executive Session.

- e) Consideration – Comprehensive Master Utility Plan Update
 - i. A Resolution Approving an Engineering Agreement with Engineering Enterprises, Inc. for the Comprehensive Utility Master Plan Update
 - ii. An Ordinance Approving an Amendment to the FY21 Budget in the amount of \$63,250 for the Comprehensive Utility Master Plan Update

Director of Public Works and Engineering Timothy Farrell reported that in 2014, Engineering Enterprises, Inc. (EEI) was selected through a Qualification Based Selection process to complete the Village of Huntley Comprehensive Utility Master Plan (Plan). The Plan was completed in 2015 and provided the Village with a comprehensive approach to managing water and wastewater infrastructure assets as well as identified a strategy for targeted upgrades to meet utility and regulatory demands. Many of the recommended improvements of the Plan have been completed such as the East and West WWTP Upgrades that were required to meet regulatory requirements for Biological Phosphorus Removal and the Ultraviolet Light Disinfection System Upgrade at the East WWTP that is in design and is planned for FY22.

Staff Analysis

The Plan is approaching seven years old and is in need of an update in light of development that has occurred over the past year and anticipated new development. A significant element of the Plan Update is identifying a strategy for extending utilities into the currently non-serviced Village planning areas, namely the area south of I-90. The Master Plan will be a joint effort with staff and the consultant. The consultant would be responsible for executing the tasks identified in the scope of work including facilitating meetings, providing an assessment of current assets, identifying needs for the existing and future service areas, cost-effective evaluations and identifying an implementation plan, and preparing the written text, tables and graphics of the plan.

Based on past performance and familiarity with the Plan, EEI is most qualified to complete the Plan Update. Staff has reviewed EEI's proposal in the amount of \$63,250 and all is in order for consideration. It is anticipated that the plan will be completed by March 2022.

Financial Impact

An amendment to the FY21 Budget is required in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 and the Wastewater Capital Improvement and Equipment Fund, 525-00-00-8005 each in the amount of \$31,625 (\$63,250 total).

Director Farrell reported that Steve Dennison from EEI was in attendance to answer questions.

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

A MOTION was made to approve:

- i. **A Resolution Approving the Engineering Agreement with Engineering Enterprises, Inc. for the Comprehensive Utility Master Plan Update**
- ii. **An Ordinance Approving an Amendment to the FY21 Budget in the amount of \$63,250 for the Comprehensive Utility Master Plan Update**

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

- f) Consideration – A Resolution Approving a Proposal from Layne Christensen Company for the Well No. 8 Redevelopment

Director of Public Works and Engineering Timothy Farrell reported that preventative maintenance is performed on each of the Village’s five deep wells on a rotating basis to proactively service the submersible pumping equipment. Since 2011, the Village Board has entered into a general services agreement with Layne Christensen Company (Layne) for the maintenance and repair of Village wells and pumping equipment because Layne is the sole authorized, factory certified representative for the Byron Jackson (BJ) motor installed in all five of the Village wells. However, other companies are qualified to remove the pumping equipment from the well and service all of the other components besides the BJ pump and motor.

Staff Analysis

On Thursday, January 30, 2020 the Village received bids from three contractors for the Well No. 8 Rehabilitation project. Well No. 8 is located within the Southwind subdivision at the northeast corner of Bedford Dr. and Marvin Dr. On February 13, 2020, the Village Board approved a resolution awarding a contract to Municipal Well & Pump, the lowest responsible bidder, in the amount of \$127,213.00 to perform rehabilitation work on the Well No. 8 pumping equipment. The project was scheduled to start in March 2020 but was delayed until the fall of 2020 due to the uncertainty of COVID-19. Layne was tasked with inspecting and rehabilitating the existing BJ pump and motor as a sub-contractor to Municipal Well and Pump.

The Village Board approved the fourth and final payout request to Municipal Well & Pump for the Well No. 8 Pump Rehabilitation project on May 27, 2021 in the amount of \$126,835.04. The performance of Well No. 8 has steadily declined over the last few months. Expected production from the well is about 850 gpm, whereas current production is about 650 gpm. Since the issue has been isolated to a problem with the pump, Layne will mobilize on site to pull, inspect and repair the pumping equipment under warranty at no charge to the Village. However, with the pumping equipment out of the well, an opportunity is presented to conduct well redevelopment on the borehole to improve well productivity.

There is significant history with borehole development (well development) at four of the five deep wells with the lone exception being Well No. 8. This history is briefly summarized in the Layne proposal. Layne is proposing a “single – block shot” rehab process. The block shot treatment consists of utilizing Primacord with one-pound block shots every 2.5 feet primarily in the Ironton-Galesville sandstone. Layne also recommends well brushing in the St. Peter sandstone and Galesville sandstone before and after the shooting. Following the shooting and brushing processes, there more than likely will be some sand fill to bail from the well. There is no way to gauge the amount of sand fill that will occur, so a nominal sixty (60) hours of well bailing is identified in the proposal.

Financial Impact

The well redevelopment work would be performed on a time and material basis identified in the proposal with an amount not to exceed \$60,000. The FY21 Budget includes sufficient funds in the

Water Capital Improvement and Equipment Replacement Fund, 515-00-00-8004, for this work.

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

A MOTION was made to authorize a Resolution Approving a Proposal from Layne Christensen Company for the Well No. 8 Redevelopment.

MOTION: Trustee Leopold

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- g) Consideration – Well No. 12 and Water Treatment Plant Design Engineering
 - i. A Resolution Approving Professional Services Agreements with Engineering Enterprises, Inc. for Design Engineering Services for Well No. 12 and Water Treatment Plant
 - ii. An Ordinance Approving an Amendment to the FY21 Budget in the amount of \$400,347 for the Design Engineering for Well No. 12 and Water Treatment Plant

Director of Public Works and Engineering Timothy Farrell reported that the Village operates and maintains a public water system that includes five deep wells that pump groundwater to five water treatment plants that distribute water to 190 miles of water main and a combined 3.318 million gallons of elevated and ground water storage within one pressure zone. The system contains approximately 2,200 fire hydrants and 4,616 valves.

Staff Analysis

The Village has been proactive in building its water production and distribution system over the past two decades. An analysis of water usage from 2010 – 2020 shows an annual maximum daily pumpage ranging from 4.01 million gallons per day (MGD) to 5.41 MGD, with these amounts occurring in the months of June, July or August. The same analysis indicates the water system annual average daily pumpage ranged from 2.13 MGD to 2.43 MGD.

Irrigation water use is approximately 22% of annual total usage and is equivalent to dedicating one of the five existing wells and water treatment plants just for irrigation. Annual precipitation amounts have a direct impact on the Village's water system. Normal average precipitation in a year is 36.89 inches. Through mid-June 2021, Huntley received about 5 inches of precipitation, a deficit of about 6 inches to date resulting in a severe drought condition over much of the area. On June 10, 2021, the Village pumped 4.92 million gallons of water equating to 2.24 times more than the average daily demand of 2.2 MGD. This demand required all five wells to operate for over 19 hours over a 24-hour period. Typically, well pumping equipment should not operate more than 16 hours in a 24-hour period to avoid over-stressing the equipment.

Based on unpredictable future dry weather patterns and corresponding outdoor water use trends as well as current and forecasted development in the Village, increased water demands on the existing water system are expected. Therefore, an additional well and water treatment plant should be considered at this time. Proposals were received from Engineering Enterprises, Inc. (EEI) for Design Engineering Services for Well No. 12 and Water Treatment Plant equating to approximately 5% of the estimated construction cost. Village staff has reviewed the design engineering proposals from EEI and all is in order for consideration.

At this time, two sites under consideration are as follows: Village-owned property on W. Main Street, and a site east of Walmart. This site was identified on the preliminary PUD plan for this property when it was annexed in 2007. The annexation agreement required a minimum site of 1.5 acres for the well and treatment facility site.

Financial Impact

An amendment to the FY21 Budget is required in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 in the amount of \$400,347.

Director Farrell reported that Steve Dennison from EEI was in attendance to answer questions.

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

Trustee Kittel asked if there would be a design for each site or would they be the same; Director Farrell stated that EEI would confirm water quality. Mr. Dennison stated that the cost would include utility design.

Trustee Leopold asked if there is a benefit of one site over the other; Director Farrell stated that they would prefer the site east of Walmart for good distribution. The Main Street site Well 9 discharges into the same site which may make it slower.

Trustee Holzkopf asked if the barium and radium levels change. Director Farrell stated that the water in the aquifer is consistent +/- 10%. Mr. Dennison stated that they are easy to predict and identify. Trustee Holzkopf thanked Director Farrell for the presentation at the last meeting and said it was very informative.

There were no other comments or questions.

A MOTION was made to approve:

- i. A Resolution Approving Professional Services Agreements with Engineering Enterprises, Inc. for Design Engineering Services for Well No. 12 and Water Treatment Plant**
- ii. An Ordinance Approving an Amendment to the FY21 Budget in the amount of \$400,347 for the Design Engineering for Well No. 12 and Water Treatment Plant.**

MOTION: Trustee Leopold

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

h) Consideration – 2021 Crack Sealing Program

- i. Approval of Payout Request No. 1 to SKC Construction, Inc. in the amount of \$73,988.38**
- ii. A Resolution Approving a Contract Change Order to SKC Construction, Inc. in the amount not to exceed \$20,000.00 to Crack Seal Sun City Neighborhoods 12, 15, and 16**

Director of Public Works and Engineering Timothy Farrell reported that on May 7, 2019, the Village of Cary received bids from two contractors for the Municipal Partnering Initiative (MPI) Crack Sealing Program. The MPI is a municipality-based buying initiative where agencies join forces to procure a wide

range of public services in an effort to tap economies of scale. The Village of Cary was the lead MPI agency for this project and prepared the necessary contract bid documents. The Municipalities reserved the right to renew this contract for up to two additional one-year periods with 2021 being the third and final year.

Staff Analysis

On April 22, 2021, the Village Board approved a resolution awarding a contract to SKC Construction, Inc. for the Crack Seal Program in Wing Pointe, Huntley Meadows, and Sun City NH 12, 15, 16.

SKC Construction, Inc. has submitted the first payout request for the 2021 Crack Sealing Program. Village staff has reviewed the request and all is in order for approval of payout request No. 1.

Pay Request	Total Completed Work	Retention	Previous Payments	Amount Requested
#1	\$73,988.38	0.00	\$0.00	\$73,988.38

The areas targeted for the 2021 Crack Sealing Program were Wing Pointe, Huntley Meadows, and Sun City NH's 12, 15, and 16. The crack sealing quantities were higher than originally estimated in Wing Pointe and Huntley Meadows leaving the Sun City NH's 12, 15, and 16 to be completed.

Financial Impact

The FY21 Budget includes sufficient funds in the Streets Improvement and Roads & Bridges Fund, 420-00-00-8001 for the Crack Sealing Change Order mainly due to the favorable 2021 Street Improvement Program (Covington Subdivision) bid being more than \$250,000.00 under budget.

Legal Analysis

Final waivers and certified payroll information has been provided by SKC.

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

A MOTION was made to approve:

- i. Payout Request No. 1 to SKC Construction, Inc. in the amount of \$73,988.38**
- ii. A Resolution Approving a Contract Change Order to SKC Construction, Inc. in the amount not to exceed \$20,000.00 to Crack Seal Sun City Neighborhoods 12, 15, and 16**

MOTION: Trustee Westberg

SECOND: Trustee Leopold

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

- i) Consideration – Appointment of Dennis O’Leary to the Plan Commission

Mayor Hoeft reported that with the resignation of Robert Chandler from the Plan Commission he recommends the appointment of Mr. Dennis O’Leary to the Plan Commission to complete the remaining term. The term of office would run through April 2023, which is the expiration date of Commissioner Chandler’s term.

Ordinance 2019-09.58 Excerpt

SECTION III: Section 156.201, entitled “Plan Commission” of Article XVI, entitled “Zoning Administration and Enforcement,” of Chapter 156, entitled “Zoning Code,” of Title XV, entitled “Land Usage” of the Huntley Code is hereby amended in part as follows:

(A) *Established.*

- (1) *Creation; Membership.* The Plan Commission shall consist of seven members appointed by the President and the Board of Trustees, voting jointly. All commissioners shall be residents of the Village of Huntley. The members appointed by the President and Board of Trustees shall serve, respectively, for the following terms: one for one year, one for two years, one for three years, one for four years, one for five years, one for six years, and one for seven years and until their successors have been appointed and qualified for office. *A vacancy that may occur shall be filled for the balance of the unexpired term by appointment of the President, with the advice and consent of the Board of Trustees.* All appointments of successors upon the expiration of any term of any member shall be for a period of five years and until a successor has been appointed and has qualified for office. During their term of office, the members of the Plan Commission shall serve concurrently as members of the Zoning Board of Appeals in accordance with § 156.202. The resignation or removal of any member serving concurrently on the Plan Commission and Zoning Board of Appeals shall be deemed a resignation or removal, as the case may be, from both such bodies. A member shall be eligible for reappointment.

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

A MOTION was made to approve the appointment of Dennis O’Leary to the Plan Commission to complete the term of Robert Chandler.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

j) Consideration – Appointment of Jeff Peterson to the Plan Commission

Mayor Hoeft reported that with the resignation of Darci Chandler from the Plan Commission he recommends the appointment of Mr. Jeff Peterson to the Plan Commission to complete the remaining term. The term of office would run through April 2027, which is the expiration date of Commissioner Chandler’s term.

Ordinance 2019-09.58 Excerpt

SECTION III: Section 156.201, entitled “Plan Commission” of Article XVI, entitled “Zoning Administration and Enforcement,” of Chapter 156, entitled “Zoning Code,” of Title XV, entitled “Land Usage” of the Huntley Code is hereby amended in part as follows:

(B) *Established.*

- (1) *Creation; Membership.* The Plan Commission shall consist of seven members appointed by the President and the Board of Trustees, voting jointly. All commissioners shall be residents of the Village of Huntley. The members appointed by the President and Board of Trustees shall serve, respectively, for the following terms: one for one year, one for two years, one for three years, one for four years, one for five years, one for six years, and one for seven years and until their successors have been appointed and qualified for office. *A vacancy that may occur shall be filled for the balance of the unexpired term by appointment of the President, with the advice and consent of the Board of Trustees.* All appointments of successors upon the expiration of any term of any member shall be for a period of five years and until a successor has been appointed and has qualified for office. During their term of office, the members of the Plan Commission shall serve concurrently as members of the Zoning Board of Appeals in accordance with § 156.202. The resignation or removal of any member serving concurrently on the Plan Commission and Zoning Board of Appeals shall be deemed a resignation or removal, as the case may be, from both such bodies. A member shall be eligible for reappointment.

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

A MOTION was made to approve the appointment of Jeff Peterson to the Plan Commission to complete the term of Darci Chandler.

MOTION: Trustee Holzkopf

SECOND: Trustee Kittel

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Village Manager Johnson noted that the results from the 2021 Resident Survey was included in the Village Board's packet and discussion of the results will come back before the Village Board on October 14th.

VILLAGE PRESIDENT'S REPORT:

Mayor Hoeft reported that the next Village Board meeting will take place on October 14th.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

A MOTION was made at 8:12 p.m. to Enter into Executive Session for Property Acquisition, Purchase, Sale or Lease of Real Estate.

MOTION: Trustee Westberg

SECOND: Trustee Holzkopf

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

A MOTION was made at 8:17 p.m. to Exit Executive Session.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

AYES: Trustees: Goldman, Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

POSSIBLE ACTION ON ANY CLOSED SESSION ITEM: None

ITEMS FOR DISCUSSION AND CONSIDERATION (Continued):

Consideration – A Resolution Authorizing Negotiation of a Redevelopment Agreement with Billitteri Enterprises, LLC for the Former Fire Station Property, 11808 Coral Street

Village Manager David Johnson reported that the Village Board approved the Downtown Revitalization Plan in September, 2010 and has worked diligently to implement the plan. A fundamental component of the Downtown Plan is the redevelopment of properties, including the former Fire Station Property at 11808 Coral Street. The station is located within the Downtown TIF District.

Billitteri Enterprises, LLC is a prospective purchaser and redeveloper of the property, and proposes to redevelop the property with a multi-story, mixed-use building containing a restaurant or similar commercial use on the ground floor and approximately fourteen to sixteen one- and two-bedroom apartment units on the upper floors, as well as related on- and off-site improvements. The existing building would be retained with the addition of three stories for the apartment units.

Staff Analysis

The developer has submitted an initial request to the Village to consider negotiating a redevelopment agreement for the property based upon the development concept and has requested that the redevelopment agreement include reimbursement of certain eligible redevelopment project costs, still to be determined. The resolution presented for Village Board consideration would authorize and direct Staff to undertake negotiations with the developer relating to a potential redevelopment agreement for the Fire Station property based upon the developer's proposed acquisition of the property and the development concept, including potential use of TIF funds. The developer has had conversations with the Fire District regarding the potential purchase.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies Promote New Business Development, Retention, and Expansion

as a priority, “continue downtown revitalization efforts” as a goal, and “promote development and redevelopment opportunities within the Downtown Tax Increment Finance District” as an objective.

Financial Impact

The financial terms of a redevelopment agreement are to be determined.

Legal Analysis

The Village Attorney has prepared the resolution for Village Board consideration.

Village Manager Johnson reported that Joe Billitteri and John Curtis were in attendance to answer questions.

Mayor Hoeft asked the petitioner if they would like to make a statement.

John Curtis stated that the firehouse structure has been inspected as well as soil boring tests. The soil tests were performed on the north side and at the southwest corner of the building and the soils are excellent and will support three (3) floors above the existing building.

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

Trustee Westberg stated that there are concerns from the other businesses about downtown parking.

There were no other comments or questions.

A MOTION was made to approve a Resolution Authorizing Negotiation of a Redevelopment Agreement with Billitteri Enterprises, LLC for the Former Fire Station Property, 11808 Coral Street

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

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:24 p.m.

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

Respectfully submitted,

Barbara Read
Recording Secretary