

VILLAGE BOARD MEETING MINUTES
January 12, 2023
VILLAGE OF HUNTLEY



CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, January 12, 2023 at 7:01 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, Director of Development Services Charles Nordman, Director of Public Works and Engineering Tim Farrell, Deputy Chief of Police Linda Hooten, Management Assistant Barbara Read, and Village Attorney Betsy Gates-Alford.

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

SPECIAL PRESENTATIONS: None

PUBLIC COMMENTS: Mayor Hoeft invited Linda Byrne forward for public comments. My name is Linda Byrne, 10320 Kreutzer Road. I would like to talk tonight about the pending vote on the \$70,000 study for a roundabout at Kreutzer and Huntley-Dundee blacktop. My husband, cousin, and myself, who live on the farm, all favor a traffic signal at the intersection. In my experience, most people are not comfortable navigating roundabouts. Even if you feel confident, there is always the worry that your fellow motorists do not get the concept. The volume and various types of vehicles that travel Kreutzer and Huntley-Dundee span quite a variety. Besides regular size vehicles, there are semis, gravel trucks, farm equipment and farm equipment hauling wagons and other implements. The large trucks hauling loads that can shift, could be prone to tipping over trying to navigate around the roundabout. Farm equipment is huge and getting bigger all the time. Please don't forget about the farmers who still have to travel that intersection. They have to put up with enough grief from fellow motorists who have no patience with slow moving vehicles. I can easily imagine motorists trying to take a turn cutting off other vehicles because I see them getting cut off all the time when the farm equipment is trying to make a left. People go around them and then these big vehicles have to try and stop. It's not good and it causes a hazardous situation. It just seems that the amount of land needed to make the roundabout big enough to accommodate all vehicles would be substantial. If farmland has to be used to redo the intersection, I know I would rather see something more conventional and easy to traverse like a traffic signal. Thank you.

CONSENT AGENDA:

All items listed under Consent Agenda are considered to be routine by the Village Board and may be approved and/or accepted by one motion with a Roll Call Vote. If further discussion is needed, any member of the Board may request that an item be moved off of the Consent Agenda to Items for Discussion and Consideration.

- a) Consideration – Approval of the December 1, 2022 Village Board, December 8, 2022 Village Board, December 15, 2022 Village Board, December 15, 2022 Liquor Commission Meeting Minutes
- b) Consideration – Approval of the January 12, 2023 Bill List in the Amount of \$1,168,767.37
- c) Consideration – Approval of Payout Request No. 2 (Final) to H. Linden & Sons Sewer and Water, Inc. for the Water Main Replacement on Mill and Dean Streets in the amount of \$94,102.50
- d) Consideration – Approval of Payout Request No. 3 to Martam Construction, Inc. for Water Main Replacement along IL Route 47 in the amount of \$552,460.34
- e) Consideration – Approval of Payout Request No. 3 to Manusos General Contracting for the East WWTP UV Disinfection System Replacement in the amount of \$35,820
- f) Consideration – Approval of Payout Request No. 3 to Schroeder Asphalt Services, Inc. for the Church Street Parking Lot and Cornell Development Site Improvements in the Amount of \$160,362
- g) Consideration – Approval of Payout Request No. 1 (Final) to Safe Step, LLC through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Program for the 2022 Saw Cutting Program in the Amount of \$41,683.36
- h) Consideration – Resolution Waiving Competitive Bid and Approving the Purchase of a 2020 Ford F-250 Truck from Huntley Ford in the Amount of \$58,522.24
- i) Consideration – Resolution Waiving Competitive Bid and Approving the Purchase of a 2022 Ford Edge from Arlington Heights Ford in the Amount of \$42,286.24

Mayor Hoeft asked if the Village Board had any comments or changes to the Consent Agenda; there were none.

A MOTION was made to approve the January 12, 2023 Consent Agenda.

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

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Introduction – Lincoln House and Co., Wine and Coffee Bar, 11808 Main Street

Deputy Village Manager Lisa Armour stated that Chris and Barb Lincoln, the owners of the Lincoln Farmstead, are the contract purchasers of the building located at 11808 Main Street (formerly Manny’s Gelato). They are proposing to establish a new business called Lincoln House and Co., for a wine and coffee bar with limited food offerings.

STAFF ANALYSIS

The building will require some interior renovation. In addition, the Lincolns are proposing some modifications to the exterior portion of the building. The improvements proposed are likely to qualify for financial assistance through the Façade Improvement Program and the Small Business Assistance Programs. The owner has expressed interest in submitting applications for these programs as applicable. The

petitioner will be in attendance at the Village Board meeting to provide an overview of the business plan concept.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Strong Local Economy*” as a strategic focus and the following goals: “*Location of Choice for New and Expanding Businesses of all Sizes,*” and “*A Vibrant Downtown Gathering Place.*” Additional commercial development in the downtown enhances its location as a gathering place and reinforce the economic vitality of the area.

Deputy Manager Armour stated that Mrs. Barb Lincoln and Ms. Savannah Lincoln were in attendance to make a brief presentation and answer any questions or concerns of the Village Board.

Ms. Savannah Lincoln presented a brief power point presentation showing the business plan and vision for acquiring the Manny’s Gelato location in the downtown. Ms. Lincoln stated the plan is to open a coffee and wine bar with a variety of coffees and wines as well as small plates, grab and go foods, sweets and made to order options that include vegan and vegetarian options. She stated that the renovated location will bring a nice quiet atmosphere to sit and enjoy a glass of wine or coffee and sit to gather with friends. Ms. Lincoln said they did not want to be like other drive-through coffee shops but to be an inviting store front that has staff to wait on customers and get to know them on a personal basis so they become frequent return customers. She added they hope to use other local businesses such as the newly opened tea shop that is across the street. Ms. Lincoln stated that they are excited to be downtown and experience the foot traffic of the new apartments being built as well as the events that take place downtown. She stated her family has business experience in operating the Lincoln Farmstead on Route 47 north of town, but is excited about being downtown and part of the heart of the community.

Trustee Kittel thanked the Lincoln’s for their presentation and said he is glad to not have a vacant location downtown. He added that he is glad to see the different aesthetic component to the business inviting the customers to sit down and visit. Trustee Kittel asked if there was a timeframe yet as to when they plan on opening. Mrs. Barb Lincoln stated they are due to close on the building February 1st and planning on opening in May or early June. Trustees Leopold, Goldman and Kanakaris agreed that the business plan and layout looks great and wished them great success.

Trustee Holzkopf also agreed that the plan looks great and asked what the hours of operations would be. Ms. Lincoln stated that weekdays would be 7:00 am – 8:00 pm and on Friday and Saturday would most likely be 7:00 am – 9:00 pm. Trustee Westberg asked if they will also own the courtyard by the building to conduct yoga classes and serve liquor since Ms. Lincoln teaches yoga. Mrs. Lincoln said they do not own the courtyard yet. She added that Ms. Lincoln does currently have yoga and wine classes at the Farmstead and would not be against having the classes in the courtyard, but they are not ready for that at this time.

There was a consensus of the Village Board to move the proposal through the Village’s development process and business assistance program application process.

- b) Consideration – Resolution Authorizing Negotiation of a Redevelopment Agreement with True North Properties, Inc. for the Redevelopment of the Former Village Hall Building at 11704 Coral Street

Village Manager David Johnson stated that the TIF Redevelopment Plan for the Downtown TIF District provides for the rehabilitation and redevelopment of qualified redevelopment project sites within the TIF. The former village hall office building located at 11704 Coral Street is a key redevelopment site within the TIF.

STAFF ANALYSIS

True North Properties, Inc., the developer of the former Catty property (now The Cornell) at 11117 S. Church Street, has expressed interest in purchasing the property and converting it from office space to a restaurant use. The project would consist of interior renovation and expansion of the building. The Village has identified a potential tenant. A Redevelopment Agreement would be required to establish the development and TIF reimbursement parameters.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies *“Strong Local Economy”* as a strategic focus and the following goals: *“Location of Choice for New and Expanding Businesses of all Sizes,”* and *“A Vibrant Downtown Gathering Place.”* The addition of a restaurant will offer new dining opportunities. Additional commercial development in the downtown would also enhance its location as a gathering place and reinforce the economic vitality of the area.

FINANCIAL IMPACT

The property is located in the Downtown TIF. A property purchase and sale agreement and redevelopment agreement would be required to establish the terms and conditions of the sale and redevelopment of the property.

Trustee Westberg questioned if ADA requirements would be addressed during the redevelopment of the building. Village Manager Johnson stated that the architectural components of the project will be discussed through the agreement, but the ADA requirements will absolutely be addressed. Mayor Hoeft asked if the Village Board had any further comments or questions. There were none.

A MOTION was made to approve a Resolution Authorizing Negotiation of a Redevelopment Agreement with True North Properties, Inc. for the Redevelopment of the Former Village Hall Building at 11704 Coral Street.

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

- c) Consideration – Resolution Regarding Potential Disposition of Property Within the Huntley Downtown TIF District and Inviting Submission of Alternative Bids and Proposals, 11704 Coral Street

Village Manager David Johnson said the Village intends to sell the former village hall building to a private developer. The sale would be subject to a redevelopment agreement that provides for conversion and expansion of the existing office building into a restaurant use. The Village has identified a potential user for the restaurant space.

STAFF ANALYSIS

A developer has expressed interest in acquiring the property and repurposing it for a restaurant use, subject to TIF assistance. Consistent with Section 74.4-4(c) of the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-4(c), the Village is required to notice other interested parties, if any, of the opportunity to submit alternative proposals or bids for the purchase and redevelopment of the property. The deadline for submission of alternative proposals is January 27th.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Strong Local Economy*” as a strategic focus and the following goals: “*Location of Choice for New and Expanding Businesses of all Sizes,*” and “*A Vibrant Downtown Gathering Place.*” The addition of a restaurant will offer new dining opportunities. Additional commercial development in the downtown would also enhance its location as a gathering place and reinforce the economic vitality of the area.

LEGAL ANALYSIS

The Village Attorney has reviewed the resolution.

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

A MOTION was made to approve a Resolution Regarding Potential Disposition of Property Within the Huntley Downtown TIF District and Inviting Submission of Alternative Bids and Proposals, 11704 Coral Street.

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

d) Conceptual Review – Proposed Site Plan and Home Elevations for Pod 9 of the Talamore Subdivision

Director of Development Services Charles Nordman said Lennar is the owner of approximately 118 acres referred to as Pod 9 of the Talamore Subdivision. Pod 9 is located at the southwest corner of Reed Road and Founders Field Boulevard. On July 14, 2022, Lennar received approval to rezone the property from “M” Manufacturing District to “RE-1” (PUD) Residential Estate District Planned Unit Development. Lennar has submitted conceptual plans to develop Pod 9, which was previously preliminary planned for 165 single family “cluster” style homes and included right-of-way for the future extension of Algonquin Road.

STAFF ANALYSIS

Lennar is proposing to develop the ±118 acres for the purpose of constructing a total of 179 dwelling units including 97 age-targeted single family homes and 82 traditional townhome units. The single family home product is anticipated to be age-targeted using the same single story ranch style constructed within Pod 5. The lots will have a minimum lot area of 7,875 square feet and a minimum lot width of at least 63 feet. The typical lot will support a minimum 25-foot front yard setback, a 30-foot rear yard setback, and a 6-foot side

yard setback. These proposed typical lot setbacks are consistent with the existing age-targeted single family lots located in Pod 5.

The site plan also sets aside 8.6 acres for townhomes. The plan proposes seven four-unit townhomes, six five-unit townhomes, and four six-unit townhomes for a total of 82 two-story townhome units. In order to accommodate the townhome product, the applicant proposes to rezone the identified portion of Pod 9 from the existing “RE-1 (PUD)” Residential Estate District – Planned Unit Development to “R-4 (PUD)” Townhomes Residence District – Planned Unit Development. A similar style townhome product is offered within the existing Talamore Subdivision in the adjacent Pod 7. The typical building setbacks include a minimum 25-foot front yard setback, with a minimum side-to-side building separation of at least 20 feet, side-to-rear of at least 50 feet, and rear-to-rear of at least 60 feet. These proposed typical lot setbacks are consistent with the existing townhomes located in Pod 7.

Access

Two access points to the subdivision are proposed from Reed Road. The first access point creates a four-way intersection at Reed Road and Founders Field Boulevard. This will serve as the primary access point for the townhomes. The second access is located further west on Reed Road and serves the single family homes located on the west side of the pod. The conceptual site plan also provides a dedication of land to the Village to allow for the future extension of Algonquin Road as required by past Development Agreements. The dedication includes a 19 acre, 160-foot wide strip of land north of the Oakcrest subdivision that accommodates flexibility in future roadway configuration.

Landscaping

Lennar proposes a 145-foot wide landscape buffer along the southern edge of Pod 9, adjacent to the land to be dedicated for the Algonquin Road extension. Landscape buffers are also proposed to the rear of the lots along the eastern edge of the property as well as those proposed along Reed Road. A walking path and seating area is proposed overlooking the existing wetland areas to the west of the pod. The wetland areas will remain as existing with 2.5 acres of additional detention added.

Home Product

The proposed single family home product for Pod 9 is a continuation of the Andare product currently offered in Pod 5. Four different floor plans have been offered, each providing three elevation options. The following is a summary of the proposed plans:

Model	Type	Square Feet	Garage
Napa	1 Story	1,428 – 1,527	2 Car
Rutherford	1 Story	1,649 – 1,748	2 Car
Siena	1 Story	1,792 – 1,891	2 Car
Sonoma	1 Story	1,880 – 2,002	2 Car

The expected sale price range of the homes is between \$350,000 and \$470,000. As a point of reference, final sales from Talamore POD 5 over the past 12 months ranged from \$309,000 to \$445,000. There were a total of 26 sales in POD 5 in 2022.

The expected sale price range of new townhomes is between \$320,000 and \$360,000. As a point of reference, resale townhomes over the past 12 months at Talamore have ranged from \$290,000 to \$340,000. There were approximately 20 resale townhomes at Talamore in 2022.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Strong Local Economy*” as a strategic focus, and the following goal: “*Location of Choice for Residents.*”

FINANCIAL IMPACT

Pod 9 would be subject to current impact fees for the school, library, and fire districts. The required park land dedication has already been provided within the existing portions of the Talamore subdivision.

LEGAL ANALYSIS

The proposed use of a portion of the property shall require a rezoning from “RE-1 (PUD)” Residential Estate District – Planned Unit Development to the proposed “R-4 (PUD)” Townhomes Residence District – Planned Unit Development. The development shall also require approval of a Preliminary/Final Plat of Subdivision and Special Use Permit for Preliminary/Final Planned Unit Development. These development actions shall require a public hearing by the Plan Commission.

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. Director Nordman stated that Mr. John McFarland from Lennar is in attendance to answer any questions of the Village Board.

Trustee Westberg questioned that the products being used for Pod 9 are the same as the rest of Talamore. Mr. McFarland said yes. Mayor Hoeft asked if Mr. McFarland had anything to add. Mr. McFarland noted that even though the housing market has slowed down, Lennar has resources available to help potential buyers navigate with Lennar’s own mortgage company and material contractors. Mr. McFarland thanked the Village Board for their support.

No action was taken on this agenda item as it was conceptual review only.

- e) Consideration – Ordinance Approving a Final Plat of Resubdivision and a Final Planned Unit Development for a Speculative Restaurant and Retail Development Within the “B-3 (PUD)” – Shopping Center Business District for Outlot 7b at Huntley Crossings Phase I, Huntley Crossings Drive south of Powers Road

Director of Development Services Charles Nordman stated that Core Huntley, LLC recently acquired Outlot 7b of Huntley Crossings Phase I, which is located on Route 47 south of Powers Road, and north of Huntley Crossings Drive. The 2.29-acre Lot 7b was formed in 2016 as part of the resubdivision of Lot 7, which allowed for the construction of the Sherwin Williams. The petitioner proposes to further subdivide Lot 7b for the purpose of constructing a speculative multi-tenant retail center and Retail 3 (standalone) retail building. Core intends to speculatively develop both buildings, but has shared with the Village that they are currently at lease with a fast casual sandwich shop (Jersey Mike’s) as well as two soft goods retailers. The subject lot

is zoned “B-3 (PUD)” Shopping Center Business District – Planned Unit Development and is subject to the Rubloff Annexation Agreement.

STAFF ANALYSIS

Plat of Resubdivision

The Petitioner proposes a resubdivision of the existing Lot 7b resulting in two individual outlots fronting Route 47. The resubdivision would create an additional lot known as Lot 7c. The newly divided 1.54 acre (±67,082 sq. ft.) Lot 7b would remain directly south of the existing Sherwin Williams (Lot 7a). A separate 0.75 acre (±32,670 sq. ft.) Lot 7c would be located south of Lot 7b. The B-3 Zoning District requires a minimum lot width of 200 feet and lot area of 80,000 square feet (1.8 acres). Both proposed Lots 7b and 7c will require relief from the required lot width and lot area.

Site Plan

The site plan includes the construction of two commercial retail buildings, one upon each lot. Lot 7b would include a three-tenant, 6,375 square-foot single story retail building with a restaurant and a general retail user occupying the endcaps. Lot 7c proposes a 4,000 square-foot freestanding single tenant building for a general retail user. Lots 7b and 7c would operate under a reciprocal easement agreement with cross access and shared parking provided within the integrated shopping center. Cross access is also proposed between Lot 7b and Lot 7a to the north (Sherwin Williams), and between Lot 7c and Lot 6 to the south (future retail development). Both buildings provide compliant trash enclosures located within the rear parking areas located directly behind the building.

Access

The two outlots will receive principle vehicle access from the rear private roadway that runs parallel to Route 47 and connects Powers Road to Huntley Crossings Drive. Lot 7b proposes a dedicated access point at the northeast corner of the parcel. A second access to the lot is proposed to be shared with Lot 7c. The shared 25-foot drive aisle runs between the buildings and provides cross access to both lots. The shared drive aisle will require relief from the Annexation Agreement to encroach into the required 10 foot parking field setback along the side yard of each lot. The continuation of the pedestrian walkway has been provided along the west side of the private roadway that extends its connection north to Powers Road.

Parking

The parking lot is located in both the front and the rear of the proposed buildings. Lot 7b provides parking for 49 passenger vehicles. Lot 7c provides parking for 19 passenger vehicles. Both lots provide a compliant number of parking stalls in accordance with the Annexation Agreement. All parking stalls measure a compliant 10’ X 19’ and landscaped islands have been provided as required. Bicycle racks have been provided on each lot.

Building Elevations

The proposed retail buildings are comprised principally of a velour textured gray face brick with soldier course brick above the windows and encircling the building. A brown ironspot brick is used as the backdrop for the tenant signage upon the entry parapets and the accent piers throughout. The piers are capped with precast stone and feature decorative Prairie Series sconce lighting. The brick piers are installed on all four corners of both buildings and bookend the storefront glass provided for each of the tenant spaces. A stone veneer wainscot is proposed along the base of both buildings and is capped with a cast stone band. The multi-tenant building features distinct parapet heights for each of the three tenant spaces, offering roofline

variation throughout the shopping center. The parapets have been raised so that all rooftop mechanical equipment will be completely concealed by the building. Black canvas awnings are provided at the entrances of each tenant space facing Route 47 and above the rear facing service doors.

Lighting

The Commercial Design Guidelines state that lighting used in the outlot developments along Route 47 shall be of decorative design and be compatible with the fixtures used in nearby outlot developments. The lighting plan indicates the use of the same Sternberg Prairie Series 230 fixture as used within the parking lots throughout Huntley Crossings Phase I. A condition of approval requires the petitioner to also match the pole style and fixture mounting height of those installed upon the neighboring developments. The Prairie Series 1220 fixtures will be wall mounted upon the decorative brick piers on all sides of the buildings.

Landscaping

Landscape plans have been submitted which show a mix of landscaping elements along the west frontage and east rear lot lines. Foundation plantings are provided where possible on the north, south, and east sides of the buildings. The Commercial Design Guidelines Section (B)(5)(b) require a minimum 10-foot landscape buffer along side lot lines. In order to accommodate the shared drive aisle, the applicant requests relief to allow for a 0' south side landscape buffer upon Lot 7b and a 0' north side landscape buffer upon Lot 7c. The plans for both lots propose a total of 50 new trees offering eight different species as well as 345 shrubs of 10 different species. Perennials and grasses are proposed within the foundation planting areas near the corners of the buildings. Relief has been requested to accept the landscaping plans as presented, which are 44 trees short of the lot requirements. This requested reduction is primarily a result of the shared access driveway between the lots, which reduces the total landscape area for trees to be planted. The plans include a note from the landscape architect that explain the efforts in achieving compliance with the intent of the Village's landscape requirements on the remainder of the lot, while also maintaining a horticulturally responsible spacing of trees.

Signage

Lot 7b

The three-tenant building has ±93 feet of frontage on Route 47, thereby allowing three wall signs measuring up to a total of 93 square feet. The petitioner proposes a total of eight wall signs, including the one wall sign permitted to be installed above each of the three tenant spaces facing Route 47, an additional wall sign to be installed on the rear elevation above each of the three tenant spaces, and an additional wall sign upon both the north and south side elevations. Relief has been requested by the petitioner to allow for the installation of five additional wall signs, upon elevations which have no street frontage, and a sign area overage totaling up to ±137 square feet. The petitioner also proposes a freestanding monument sign located within the landscaped island near the southwest corner of the parking lot. The monument has been placed outside of the 100' landscaped greenway buffer and is located at least 10' from the south side property line. The 10' tall ±100 square foot monument features a full brick surround, a stone cap, and a compliant ±46 square feet of sign area per side.

Lot 7c

The Retail 3 (standalone) building has ±58 feet of frontage on Route 47, thereby allowing one wall sign measuring up to a total of 58 square feet. The petitioner proposes a total of four wall signs, including the one wall sign permitted to be installed facing Route 47, an additional wall sign installed on the rear elevation, and an additional wall sign upon both the north and south side elevations. Relief has been

requested by the petitioner to allow for the installation of three additional wall signs, upon elevations which have no street frontage, and a sign area overage totaling up to ±75 square feet. The petitioner also proposes a freestanding monument sign located within the landscaped island near the southwest corner of the parking lot. The monument has been placed outside of the 100' landscaped greenway buffer and is located at least 10' from the south side property line. The 8' tall ±80 square foot monument features a full brick surround, a stone cap, and a compliant ±24 square feet of sign area per side.

Village Board Concept Review

The Village Board reviewed conceptual plans for Lot 7b on September 22, 2022 and provided the following comments:

1. It was requested that efforts be made to enhance/differentiate the Route 47 façade. It was suggested that the “bland” storefront be “broken up.” *Additional brick piers have been added to bookend the storefront glass entrance of each tenant space and at all corners of both buildings. The Petitioner has added elements of visual interest using design consistent with existing buildings within Huntley Crossings by including soldier course brickwork atop the building and a natural stone wainscot along the base of the building.*
2. It was suggested that additional variations in the roofline be added to all elevations. *The parapets upon the multi-tenant building offer varying heights above each of the tenant spaces as viewed from Route 47. The front corners on both buildings have been stepped up to offer additional roofline variation as viewed from the north and south side elevations.*
3. A comment was made for the buildings to be well lighted. *Prairie Series accent lighting has been added to each of the decorative brick piers as used throughout the entire building.*
4. It was mentioned that the use of a permanent overhang incorporated into the building’s design was preferred to that of the attached canvas awnings. *The black canvas awnings remain a part of the proposal.*
5. A request was made for dense landscaping on the perimeter of the lots. *Although relief has been requested to allow for a reduction in the required amount of trees planted on the lots, landscaping has been added to the front, side, and rear of the lots using a horticulturally responsible spacing of trees.*

Plan Commission Recommendation

The Plan Commission conducted a public hearing to consider the petitioner’s request on December 12, 2022, and, with no members of the public offering testimony in favor or opposition to the request, unanimously recommended approval of the petition by a vote of 7 to 0, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with the submitted plans and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
3. The pole and wall mount lighting fixtures shall be selected to match that of the prairie series used in the neighboring developments. Pole style and mounting height shall be designed to match the existing developments. The photometric plans shall be approved by the Development Services Department.
4. All landscape beds are required to be mulched on an annual basis and dead plantings must be replaced immediately upon decline.

5. No building plans, permits, sign permits, or Certificates of Occupancy are approved as part of this submittal.

The Plan Commission added the following conditions:

6. That the petitioners draft a sign criteria to accommodate the relief necessary for rear wall signage, to be reviewed and approved by the Development Services Department. *Rear signage has been added upon the rear elevation above each tenant spaces on both buildings. The proposed signage would not exceed 25 square feet per sign.*
7. The rear façade shall be enhanced adding elements of visual interest using design consistent with the Commercial Design Guidelines. *A reverse colored soldier course brick band has been added across the upper third of the building alongside black canvas awnings that have been added above each of the rear service doors.*

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Strong Local Economy*” as a strategic focus and the following goal: “*Location of Choice for New and Expanding Businesses of all Sizes.*”

LEGAL ANALYSIS

The required public hearing was conducted by the Plan Commission on December 12, 2022.

Director Nordman said Mr. Adam Bell with Core Acquisitions was in attendance to address any questions or concerns of the Village Board. Trustee Kittel thanked the petitioner for addressing the comments and suggestions made during the concept review process. He said the elevations looked nicer and that the building will fit in better with the existing buildings in the area. Trustee Leopold agreed that the building looked better, but would like to see the landscaping upgraded. Trustee Kanakaris stated the sidewalk by the Retail 3 (standalone) building should be 6’ wide to match the other building. He said he is fine with the 4,000 s.f. building being a little tight in the area, but would like the sidewalk to be wider and to maybe lessen the landscaping area by the 2’ needed for the sidewalk. Director Nordman said the foundation plantings at the south elevation could be reduced by the 2’ needed. Trustee Kanakaris said he would prefer to see metal awnings instead of canvas because he thinks they look better because the canvas ones get dirty and wear out faster. He added that he is fine with the landscaping proposed but did not favor the monument sign. He said because the building is so far away from Route 47, he would rather see the money going towards the signage be put back into the building. Mr. Bell said the tenants always ask for the monument signage to get their name out there. Mayor Hoeft asked if there would be roll out dumpsters in that area or would the trucks have to get in there to clear the dumpsters. Mr. Bell stated the dumpsters are able to roll out but typically the trucks back up to the dumpster area and then open the gate to roll the dumpsters out. Mayor Hoeft asked who the tenants were other than Jersey Mike’s. Mr. Bell said there is a conditional signed lease for the end cap for Retail 2 and Retail 3 and said unfortunately he could not disclose the names of the tenants until the leases are finalized. Trustee Holzkopf agreed with Trustee Kanakaris saying a wider sidewalk would be nice on the Retail 3 (standalone) building and would be better for handicap accessibility. She said the building looks much better and appreciates the petitioner listening to the previous suggestions but questioned the use of canvas awnings. Mr. Bell said they use canvas because the material is more flexible and can be changed out easier if needed.

Trustee Westberg said his concern is for parking if a retail store were to change to a restaurant use and asked if the new tenants would have to come before the Village Board for approval. Village Manager Johnson stated not if it was a permitted use. Trustee Westberg said he would like to see a wider sidewalk by the Retail 3 (standalone) building as well. Trustee Goldman asked if residents will be able to bike to these stores and park their bikes. Mr. Bell said yes, bike parking will be included. Trustee Goldman asked what was meant by a soft goods retailer and asked if one was already planned for one of the buildings. Mr. Bell said it is basically a general merchandiser selling packaged goods. Mr. Bell added that there is a soft goods user under contract for the multi-tenant building as well as another soft good user for the free standing building which leaves one empty space. Trustee Goldman said she hopes to see something different and creative in the remaining space. Trustee Goldman thanked the petitioner for his time and efforts to improve the building. Mr. Bell thanked Director Nordman and Senior Planner Scott Bernacki for all their help to bring their project forward and also thanked the Village Board for their input and support.

Mayor Hoeft stated the consensus of the Village Board is to widen the sidewalk on the south side of the Retail 3 (standalone) building from 4' to 6' with the change to be noted in the ordinance.

A MOTION was made to approve an Ordinance Approving a Final Plat of Resubdivision and a Final Planned Unit Development for a Speculative Restaurant and Retail Development Within the “B-3 (PUD)” – Shopping Center Business District for Outlot 7b at Huntley Crossings Phase I, Huntley Crossings Drive south of Powers Road with an additional condition of approval being a 6’ instead of a 4’ wide sidewalk on the south side of the Retail 3 (standalone) building.

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

- f) Consideration – Resolution Approving a Professional Services Agreement with Houseal Lavigne to Prepare a New Comprehensive Plan in an Amount not to Exceed \$160,000

Director of Development Services Charles Nordman reported that one of the goals for FY22 was to begin the process of updating the Village’s Comprehensive Land Use Plan, which was adopted in 2002, with a land use map amendment in 2011, a Transportation Plan amendment in 2012, and other amendments to land use designations for various parcels. The Comprehensive Plan serves as the Village’s official land use and development guide. The plan is intended to represent a unified vision for the future of Huntley that will allow the Village to build on its existing foundation and responsibly accommodate continued growth.

STAFF ANALYSIS

On August 25, 2022, the Village Board approved a resolution authorizing staff to distribute a Request for Proposals (RFP) for consultant services to prepare a new comprehensive plan. The RFP was distributed on August 30th, with a due date of September 23rd. The RFP was sent to planning firms as well as advertised on the Village’s website and the websites for the American Planning Association and its Illinois chapter. Three responses were received from the following planning firms: Camiros Ltd., Houseal Lavigne, and The Lakota Group.

A thorough review and evaluation of the responses by staff determined two planning firms were most qualified and submitted proposals that best responded to the RFP. Staff interviewed the two firms and came to a consensus that Houseal Lavigne best demonstrated the ability to engage the community to create an innovative and achievable plan. Houseal Lavigne has previously prepared the Village's Downtown Revitalization Plan (2010), Downtown Streetscape Plan (2014), and I-90/IL 47 Gateway Plan (2017).

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies "*Forward Looking Community*" as a strategic focus and the following goal: "*Long-Range Planning.*" Specifically, the goal states that the "Village will review and update long-range plans, including the Comprehensive Land Use Plan...to guide future land use decisions..."

FINANCIAL IMPACT

The FY23 budget includes \$160,000 to hire a planning consultant to prepare a new comprehensive plan. The proposal by Houseal Lavigne would complete the comprehensive plan for a not-to-exceed cost of \$160,000.

LEGAL ANALYSIS

Staff and the Village's consulting project manager have reviewed the Professional Services Agreement and all is in order for Village Board approval.

Director Nordman said Mr. John Houseal of Houseal and Lavigne and Mr. Doug Pollock the Village's Project Manager were in attendance to address any questions or concerns of the Village Board. Mayor Hoeft asked if the petitioners had anything they wished to add to the presentation. Mr. Houseal stated they were very excited to be provided this opportunity to again work for the Village of Huntley. He stated that Houseal Lavigne has had a great relationship that has lasted throughout the years and they enjoy working with the Village Board, Plan Commission and staff on various project. Mr. Houseal stated that the Comprehensive Plan update will be exciting for the community as they will be engaged throughout the process as well as conducting joint workshops with the Village Board and Plan Commission. He concluded saying they are eager to begin and are looking forward to completing the update for the Village.

Trustee Goldman stated that she has been very happy with the other projects that Houseal has done for the Village and that each project has been done with high quality workmanship. She added that she is glad to hear that the community will be involved since Huntley has grown to almost 30,000 people since the last Comprehensive Plan update. Mr. Houseal thanked Trustee Goldman for her kind words. Trustee Westberg asked if part of the updating process will be for Houseal to provide information about ideas and projects going on in other communities so Huntley will be able to see and embrace similar current practices. Mr. Houseal said absolutely, saying their firm is very active in the area and in addition to the original offices he started 20 years ago, there are also offices now in Chicago, Los Angeles and all over the country. He said that over the last 20 years they have worked with over 400 communities primarily doing Comprehensive Plans and that their firm has won numerous awards for their work. He stated that because of the nationwide exposure, they will be able to tell Huntley what communities in Arkansas, Colorado and Washington are doing since Huntley would may not be aware of what is going on in other areas, but Houseal would be aware and relate that to the Huntley project. Mr. Houseal said that because of working with Huntley over the years, they feel

they understand Huntley and particularly the desire to do better for the residents and they intend to bring the very best ideas from across the country to Huntley.

Mayor Hoeft said that although the current Comprehensive Plan has worked for the Village, he is glad to see the Plan being updated because of the drastic changes that have taken place over the last 20 years. He said he looks forward to having a collaborative effort with Houseal in creating the new Comprehensive Plan. Trustees Kanakaris and Leopold agreed in having a positive work experience with Houseal and are glad to see the Comprehensive Plan get updated. Trustee Kittel asked if the timeframe of having the update completed in one year is obtainable and if the community engagement will take place through digital technology or if in-person engagement will happen. Mr. Houseal said that typically a complete Comprehensive Plan update takes between 12 and 18 months, but believes that the update for Huntley can absolutely be completed in 12 months. He added that although all communities are different he anticipates Huntley conducting one on one interviews with key stakeholders, group meetings with different focus groups and business owners, as well as workshops with residents, Plan Commission and Village Board. The workshops with the Plan Commission and Village Board will be open to the public to solicit input and then those comments and suggestions will be combined with the online feedback received as well. Trustee Kittel thanked him for the attention to detail and obtaining feedback from all formats. Mayor Hoeft asked if the Village Board had any further comments or questions. There were none.

A MOTION was made to approve a Resolution Approving a Professional Services Agreement with Houseal Lavigne to Prepare a New Comprehensive Plan in an Amount not to Exceed \$160,000.

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

- g) Approval of the Village of Huntley 2023 LED Street Light Replacement Program:
 - i. Consideration – Resolution Waiving Competitive Bidding and Approving the Purchase of LED Street Light Fixtures from Acuity Brands in the amount of \$346,855
 - ii. Consideration – Resolution Waiving Competitive Bidding and Approving the Purchase of a Trailer Mounted Impact Attenuator from Traffic Control and Protection Systems, Inc. in the amount of \$30,500
 - iii. Consideration – Resolution Approving Professional Services Agreements with Christopher B. Burke Engineering, Ltd. in the amount of \$19,600 for Engineering and Permitting Services

Director of Public Works and Engineering Tim Farrell said the LED Street Light Program has allowed the Village to replace 1,607 High Pressure Sodium (HPS) fixtures to LED resulting in an incentive amount of \$176,701.77 to date paid to the Village by ComEd. The Village has reduced CO2 emissions equivalent to 87 homes annually and can expect approximately \$36,500 of energy savings annually due to the reduced wattage of the LEDs. The Village is looking to participate in the ComEd Energy Efficiency Program again in 2023 and continue the LED Street Light Program.

The FY23 Budget included \$920,000 for the IL Route 47 LED Decorative Street Lighting Replacement. The budgetary estimate was developed based on the premise that the project was to be put out to public bid for contractors to purchase and perform the retrofitting of the luminaires with the material meeting photometrics identified in the study. The costs associated with work being publicly bid for contractors under prevailing wage rate and union labor requirements combined with the increasing costs in the street lighting material market led staff to arrive at the \$920,000 budgetary estimate.

After reevaluation of the project, staff explored the option of self-performing the work with the existing LED Street Light Program. The revised project cost with the Village purchasing the fixtures and Public Works staff self-performing the work, which includes rental of a larger aerial lift truck to reach the upper decorative fixtures, installing the fixtures, traffic control, and engineering and permitting is \$403,455 without the ComEd Incentive for a total FY23 savings of \$516,545.

The proposed 2023 LED Street Light Program would consist of replacing the existing IL Route 47 decorative style street lights starting at Deicke Park north to Algonquin Road for a total of 94 upper teardrop style fixtures and 172 lower lantern style fixtures to be replaced for a material cost of \$324,650 with an approximate initial incentive amount of \$29,728. ComEd is also offering a Standard Early Bird Incentive of 25% for an approximate overall incentive of \$37,160.

With the cost savings realized, staff is also proposing the replacement of the existing IL Route 47 cobra head style fixtures at the intersection of IL Route 47 and Freeman Road including five fixtures to the north of the intersection and 10 fixtures to the south for a total number of 23 cobra head fixtures to be replaced for a material cost of \$22,205 with an initial incentive amount of \$5,606. ComEd is also offering a Standard Early Bird Incentive of 25% for an approximate overall incentive of \$7,008.

The total approximate incentive/revenue would be \$44,168 for a net total project material cost of \$302,687.50. Staff is in the pre-application process with ComEd for FY23 and final incentive amount is to be determined.

With the cost savings realized, staff is also proposing the purchase of a trailer mounted impact attenuator with arrow board. In order to self-perform the traffic control on IL Route 47 per the IDOT Standard 701427-05 (Detail B), the Village will need to have a truck mounted impact attenuator with arrow board. Staff solicited a quote from TCP to rent one teamster with a truck containing a truck mounted impact attenuator with an arrow board at an estimated cost of \$15,150 for traffic control operations. The Village can purchase a trailer mounted impact attenuator with arrow board for \$30,500 to be used with this project and other roadway work within the Village to better provide flexibility and protection of Village personnel during roadway operations. The trailer mounted impact attenuator is designed to absorb energy through the use of an oversized mandrel which pushes into a smaller tube in the event of a crash. This design dissipates energy by splitting the tube into four strips of metal on impact. These strips remain with the trailer and pose no hazard to workers or adjacent traffic. Total staff resources for the traffic control operation would include approximately four employees: one replacing the fixtures in the bucket of the aerial lift truck, one driver for the aerial lift truck, one flagger, and one driver in a Village 5-Yard Dump Truck with the proposed trailer mounted impact attenuator.

Also included in this scope of work are two Professional Engineering Service Agreements with Christopher B. Burke Engineering, LTD (\$9,800 each) in an amount not to exceed \$19,600 for engineering and permitting with IDOT.

STAFF ANALYSIS

The manufacturer, Acuity Brands, is a sole source vendor for the Holophane fixtures that will be used for the existing decorative style street lights on IL Route 47 starting at Deicke Park north to Algonquin Road for a total of 94 upper teardrop style fixtures and 172 lower lantern style fixtures. The following proposals were received:

MANUFACTURER	DISTRIBUTOR	FIXTURE TYPE	FIXTURE QUANTITY	UNIT PRICE	COST
Acuity Brands	Steiner Electric	Holophane	172	\$1,065.00	\$183,180.00
Acuity Brands	Steiner Electric	Holophane	94	\$1,505.00	\$141,470.00
TOTAL			266		\$324,650.00

The manufacturer Acuity Brands is a sole source vendor for the American Electric fixtures that will be used for existing Route 47 cobra head style fixtures at the intersection of Route 47 and Freeman Road including five fixtures to the north of the intersection and 10 fixtures to the south for a total of 23 cobra head fixtures. The following proposals were received:

MANUFACTURER	DISTRIBUTOR	FIXTURE TYPE	FIXTURE QUANTITY	UNIT PRICE	COST
Acuity Brands	Steiner Electric	American Electric	15	\$995.00	\$14,925.00
Acuity Brands	Steiner Electric	American Electric	8	\$910.00	\$7,280.00
TOTAL			23		\$22,205.00

These fixtures are DLC Qualified Products that are part of the largest verified lists of high performing and energy saving LED lighting solutions in the world that allow the fixtures to qualify for the ComEd Energy Efficiency Program. Acuity is working directly with Steiner Electric who is a preferred distributor.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies *“Forward Looking Community”* as a strategic focus and the following goal: *“Management of Infrastructure Assets for Today and Tomorrow.”* Replacing conventional streetlights with LED lighting can greatly reduce energy use and maintenance costs while improving light quality and output at street level.

FINANCIAL IMPACT

The FY23 Budget includes funding in the Streets Improvement and Roads & Bridges Fund, line item 420-00-00-8000 for the LED Street Light Program.

LEGAL ANALYSIS

In accordance with State Statute, a bid waiver shall be approved by a vote of two-thirds of all the trustees then holding office, thus requiring an affirmative vote of four trustees, with the mayor not voting.

Mayor Hoeft asked if there were any questions. Trustee Holzkopf mentioned one particular light that is still purple within a cluster of other lights on Reed Road. Director Farrell said they were aware of the light and thinks that that cluster had originally been looked at but in the meantime this light most like just failed. He

said he would make sure the installers were made aware of the failed light to be replaced. Trustee Holzkopf asked for clarification on the new light fixture asking if the Village is currently using the teardrop fixture and why that can no longer be used. Director Farrell stated that those kind of fixtures can no longer be DLC certified which would not allow it to be a reimbursable incentive from ComEd and also IDOT would not let them be used because of the standards for photometrics because the light is cast more outward than downward.

Trustee Holzkopf questioned the new light post at the crosswalk of Reed Road and Northbridge Drive saying it does not seem to illuminate as bright as other lights in the area. Director Farrell stated that it is a Lake in the Hills light and they use ComEd fixtures. Director Farrell stated that the new lights being used by Huntley will not be like that light. Mayor Hoeft explained the new lights will be better because they will illuminate more straight down than outward and light up the roadway better than the existing lights. Mayor Hoeft asked if the Village Board had any further questions. There were none.

A MOTION was made to approve the following:

- i. A Resolution Waiving Competitive Bidding and Approving the Purchase of LED Street Light Fixtures from Acuity Brands in the amount of \$346,855**
- ii. A Resolution Waiving Competitive Bidding and Authorizing and Approving the Purchase of a Trailer Mounted Impact Attenuator from Traffic Control and Protection Systems, Inc. in the amount of \$30,500**
- iii. Resolution Approving a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. in the amount of \$19,600 for Engineering and Permitting Services**

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

- h) Consideration – Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$116,000 for Roadway and Intersection Transition Lighting Design on IL Route 47 at Kreutzer Road**

Director of Public Works and Engineering Tim Farrell stated on August 25, 2022, the Village Board discussed the IL Route 47 Lighting Feasibility Study that was conducted to identify preliminary scope and budgetary costs of LED lighting improvements at certain locations along IL Route 47 between Freeman Road and Algonquin Road. The Board directed staff to include in the FY23 budget the Roadway and Intersection Transition LED Lighting improvements on IL Route 47 at Kreutzer Road.

STAFF ANALYSIS

The project includes new roadway lighting along IL Route 47 between just south of Kreutzer Road and the existing terminus of the decorative lighting across from Deicke Park, and along Kreutzer Road from Princeton Drive to 400 feet east of IL Route 47 (approximately 4,400 ft. total). The signalized intersection will require intersection/transition lighting. The proposed lighting equipment to be used in the design will be the Village decorative light poles and luminaires to match existing from Deicke Park to the north side of

Dean Street and Village standard painted spun aluminum poles and cobra head type luminaires to be used south of Dean Street.

Since IL Route 47 is a state route, a permit from the Illinois Department of Transportation (IDOT) will be required. The lighting design will be in accordance with current Village and IDOT guidelines and standards. The lighting submittals will be in accordance with IDOT District 1 “General Guidelines for Lighting Design, Plan Preparation, and Highway Lighting by Permit” and ANSI-IES RP-8-18 “American National Standard Practice for Roadway Lighting,” latest editions. The proposed lighting system will be owned and maintained by the Village.

Staff has reviewed the attached design proposal from Christopher B. Burke Engineering, LTD and all is in order for Village Board consideration.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Healthy, Safe, and Attractive Community*” as a strategic focus and the following goal: “*A Safe Community.*” IL Route 47 Roadway and Intersection Transition Lighting will improve night-time visibility for the traveling public on IL Route 47 north and south of Kreutzer Road.

FINANCIAL IMPACT

The FY23 Budget includes funding for the Roadway and Intersection Transition Lighting Design in the Street Improvements and Roads & Bridges Fund, 420-00-00-8000.

LEGAL ANALYSIS

Staff has reviewed the agreement and all is in order for Village Board consideration.

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

A MOTION was made to approve a Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$116,000 for Roadway and Intersection Transition Lighting Design on IL Route 47 at Kreutzer Road.

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

- i) Consideration – Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$70,000 for a Roundabout Feasibility Study at the Intersection of Huntley-Dundee Road and Kreutzer Road

Director of Public Works and Engineering Tim Farrell stated that on October 5, 2005, the jurisdictional transfer from McHenry County to the Village of Huntley for 2.05 miles of Huntley-Dundee Road including the intersection of Kreutzer Road was completed. However, each leg of the intersection has a different jurisdiction as follows: Kreutzer Road to the west of the intersection is Gilberts; Huntley-Dundee Road to the south of the intersection is Kane County; and to the north including the intersection is Huntley. Any re-

alignment and improvements to the intersection would require coordination with the various governmental entities.

On March 15, 2005, an intergovernmental agreement (IGA) between the counties of Kane and McHenry, and the Villages of Algonquin, Carpentersville, Gilberts, and Huntley was executed. The IGA was created to establish the framework for mutual cooperation of the governmental entities to ensure the safe and efficient flow of traffic along the Longmeadow Parkway/Huntley-Dundee Road/Kreutzer Road Corridor, hereinafter referred to as the “corridor”. A number of roadway improvements have been planned and roadway improvement construction has begun and completed along most of the corridor. At the intersection of Huntley-Dundee and Kreutzer Road, the long range plan considers a realignment of Huntley-Dundee Road such that it will form a 90-degree T-intersection with Kreutzer Road. The implementation, funding and timing of the realignment improvements remains unclear and indeterminate if it will actually proceed.

STAFF ANALYSIS

Crash history reports for this intersection are attached. During the 5-year period of 2012-2016 there were a total of 26 crashes; one with a fatality and three with incapacitating injuries. During the 5-year period of 2017-2021 there were a total of 22 crashes; no fatalities and two with incapacitating injuries.

Staff has identified two potential solutions to improve this intersection. The first solution should be considered an interim alternative that would involve pavement widening and a left turn deceleration lane from northbound Huntley-Dundee road onto westbound Kreutzer Road (see attached Conceptual Geometric Exhibit). The estimated cost for this improvement is \$500,000 not including any right-of-way acquisition that may be necessary. This alternative had been included in the 5-Year Capital Improvement Plan since 2018.

A second, more permanent solution, would include a roundabout (RAB). In order to determine if a RAB is suitable for this location, a concept study needs to be completed. The concept study would include data collection that compiles base design files using Kane and McHenry County LiDAR data, traffic analysis (existing and 2050), crash analysis, RAB concept plan development and a preliminary cost estimate.

On August 11, 2022, the Village Board directed staff to include a RAB feasibility study in the FY23 Budget. Staff has reviewed the attached proposal from Christopher B. Burke Engineering, LTD and all is in order for Village Board consideration.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Forward Looking Community*” as a strategic focus and the following goal: “*Long-Range Planning.*” A concept plan for a RAB at Huntley-Dundee and Kreutzer Intersection will provide necessary information to determine if a roundabout is feasible to advance safety improvements at that intersection.

FINANCIAL IMPACT

The FY23 Budget includes funding for the RAB Feasibility Study in the Street Improvements and Roads & Bridges Fund, 420-00-00-8001.

LEGAL ANALYSIS

Staff has reviewed the agreement and all is in order for Village Board consideration.

Mayor Hoeft stated that the Village does not have any designs yet and by doing this study does not mean the roundabout will be built. It was agreed by the Village Board to include funds for the feasibility study in the FY23 Budget to see what the options are for the intersection of having a traffic signal or roundabout installed. Trustee Goldman stated that she does not favor roundabouts and said she was confused by the requested action this evening. She said that two alternatives are being proposed and does not understand how doing a study for a roundabout would also provide answers about possibly installed a left turn lane and traffic signal. Trustee Goldman said she would not support the study at this time.

Trustee Westberg said that he understands that roundabouts are not well liked, but there are many studies that prove they are much safer than a traffic signal. He said that an accident at the intersection of Randall Road and Huntley-Dundee Road would be much more dangerous with a higher level of impact. He referenced a northbound vehicle on Randall Road turning westbound onto Huntley-Dundee would be traveling at a higher rate of speed turning onto the westbound road with the impact more traumatic if it were to collide with a southbound Randall Road vehicle within the intersection. Trustee Westberg said that the Kreuzer Road and Huntley-Dundee Road intersection would be the same if a deceleration lane was used with a left turn lane and traffic signal because of the speed of the vehicles on Main Street heading east. He added that vehicles approaching and going through a roundabout typically travel at a much slower speed and even if there is an impact, it is not as traumatic of an accident and would not have a major impact or death. Trustee Holzkopf said she favors a roundabout at that intersection but asked if the concerns of Ms. Byrne would be addressed about larger farm equipment and trucks with heavy loads being able to use the roundabout safely. Trustee Holzkopf also asked if the Village Board will be provided the results of the feasibility study. Mr. Greg Sanders of CBBEL stated that all of Ms. Byrne's concerns will be taken into account when preparing the study and the Village Board will be provided with all of the findings as part of the feasibility study. Trustee Holzkopf again said she favored a roundabout in that intersection but absolutely wants to make sure it is safe for all drivers.

Mayor Hoeft clarified his previous statement and said that the study is specifically for doing the roundabout and not showing it as an option opposed to installing a traffic signal. He again stated that the study was reviewed during the fall budget discussions with everyone being in favor of having the study done. He concluded saying the study is now before the Village Board as to whether to actually have the study completed. Trustee Kanakaris said he is also in favor of the roundabout feasibility study and would also like to see a wider roundabout to accommodate the larger trucks and farm equipment that travel through the intersection so they do not jump the curb. Trustee Kittel said he favors having the feasibility study done and questioned the material of the center section and bricked area being drivable. Mayor Hoeft stated that they are both flex spaces that would bend should the trucks jump the curb. Mayor Hoeft asked if the Village Board had any further comments or questions. There were none.

A MOTION was made to approve a Resolution Authorizing a Professional Services Agreement with Christopher B. Burke Engineering, LTD in an Amount Not to Exceed \$70,000 for a Roundabout Feasibility Study at the Intersection of Huntley-Dundee Road and Kreutzer Road.

MOTION: Trustee Holzkopf
SECOND: Trustee Kanakaris
AYES: Trustees: Holzkopf, Kanakaris, Kittel, and Westberg
NAYS: Trustees: Goldman and Leopold
ABSENT: None
The motion carried: 4-2-0

- j) Consideration – Resolution Approving a Base Bid Award to Municipal Well & Pump for the Construction of Water Well No. 13 in the amount of \$1,470,844

Director of Public Works and Engineering Tim Farrell said 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 approximately 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 4,700 valves.

The Village has been proactive in building its water production and distribution system over the past two decades. An analysis of water usage from 2011 – 2021 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 2.09 MGD to 2.62 MGD.

Irrigation water use during the 5-year period of 2009 – 2013 was approximately 22% of annual total usage and is equivalent to dedicating one of the five existing wells and water treatment plants just for irrigation. Between 2017 – 2021, irrigation water use dropped to 17%. Annual precipitation amounts have a direct impact on the Village’s water system. In 2021, through mid-June 2021 Huntley received about 5 inches of precipitation, a deficit of about 6 inches 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 across 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. A new deep well would increase production capacity to approximately 6.2 MGD.

STAFF ANALYSIS

On September 23, 2021, the Village Board approved an agreement with EEI for design engineering services for Water Well No. 13. On October 13, 2022, the Village Board approved an ordinance authorizing a Third Amendment to the Par Tucker Annexation Agreement. The amendment specifically provides for up to a one-acre well site for a new deep well and treatment facility (Water Facility). On Wednesday, December 14, 2022, bids were received from two contractors for the Water Well No. 13 project. The bid results are summarized in the attached Bid Tab.

The bids have been reviewed by staff and the lowest responsive, responsible bidder for the Well No. 13 project is Municipal Well & Pump in the Base Bid amount of \$1,470,844. All is in order to award the Water Well No. 13 project Base Bid to Municipal Well & Pump.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Forward Looking Community*” as a strategic focus and the following goal: “*Management of Infrastructure Assets for Today and Tomorrow.*” New Water Well No. 13 will increase the water production capacity necessary to keep pace with potable water demand.

FINANCIAL IMPACT

The FY23 Budget includes funding in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 for the Water Well No. 13.

Mayor Hoeft asked if the Village Board had any questions. There were none.

A MOTION was made to approve a Resolution Approving a Base Bid Award to Municipal Well & Pump for the Construction of Water Well No. 13 in the amount of \$1,470,844.

- 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**

- k) Consideration – Resolution Approving a Professional Services Agreement with Engineering Enterprises, Inc. in the Amount of \$99,958 for Water Well No. 13 Construction Engineering Services

Director of Public Works and Engineering Tim Farrell said a proposal has been received from EEI for Construction Engineering Services for Well No. 13 in the amount of \$99,958, approximately 6.8% of the construction bid amount. Village staff has reviewed the construction engineering proposal from EEI and all is in order for consideration.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Forward Looking Community*” as a strategic focus and the following goal: “*Management of Infrastructure Assets for Today and Tomorrow.*” New Water Well No. 13 will increase the water production capacity necessary to keep pace with potable water demand.

FINANCIAL IMPACT

The FY23 Budget includes funding in the Water Capital Improvement and Equipment Fund, 515-00-00-8004 for the Water Well No. 13 including engineering services.

LEGAL ANALYSIS

Staff has reviewed the contract and all is in order for Village Board approval.

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

A MOTION was made to approve a Resolution Approving a Professional Services Agreement with Engineering Enterprises, Inc. in the Amount of \$99,958 for Water Well No. 13 Construction Engineering Services.

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

- I) Consideration – Resolution Approving a Proposal from Layne Christensen Company for the Well No. 8 Rehabilitation

Director of Public Works and Engineering Tim Farrell stated 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 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.

After a few months of service, the performance of Well No. 8 steadily declined from an initial flow production of about 850 gpm down to about 600 gpm. On September 23, 2021, the Village Board approved a resolution awarding a contract to Layne to perform rehabilitation work on Well No. 8. Since the issue was isolated to a problem with the pump, Layne pulled, inspected and repaired the pumping equipment under warranty at no charge to the Village. However, with the pumping equipment out of the well, an opportunity was presented to conduct well redevelopment on the borehole to improve well productivity.

Well No. 8 was developed with 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 followed by well brushing in the St. Peter sandstone and Galesville sandstone before and after the shooting. The sand fill was then bailed from the well. The final cost for the well development work was \$54,592.

Once placed back into service in May 2022, the well performed as expected with a pumping rate of 850 gpm or greater. However, after a few months of service, the well began pumping sand. Staff has tried to

clear the sand from the well by over-pumping but at this time, it is necessary to pull the pumping equipment, perform more aggressive well development to pull the sand from the formation and then bail the sand fill.

Staff has received a proposal from Layne for the Well No. 8 Rehabilitation and all is in order for Village Board consideration.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies “*Forward Looking Community*” as a strategic focus and the following goal: “*Management of Infrastructure Assets for Today and Tomorrow.*” Preventative maintenance performed on the deep well submersible pumping equipment is necessary to proactively service the asset.

FINANCIAL IMPACT

The well redevelopment work would be performed on a time and material basis identified in the proposal with an estimated amount of approximately \$150,000. The FY23 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 comments or questions. Trustee Westberg asked if this is something that EEI has seen previously or in other wells. Mr. Steve Dennison of EEI said yes he has seen it happen in other wells. He said that since wells pump sand, this is definitely something that happens and is not out of the ordinary. Mr. Dennison added that the procedure outlined by Director Farrell is the standard method used to deal with an issue like this. There were no further questions or comments.

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

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

- m) Consideration – Resolution Approving a Professional Services Agreement with Williams Architects in the Amount of \$44,500 for a Facility Needs Assessment and Preliminary Plan for the Public Works Fleet Services Facility and a Police Training Center with Gun Range

Village Manager David Johnson reported that the FY23 Budget includes funding for a Facility Needs Assessment and Preliminary Plan for the Public Works Fleet Services Facility and a Police Training Center with Gun Range.

The photos provided identified some of the many deficiencies with the current Fleet Services Facility located at 11415 E. Main Street including:

- Limitations in work space areas such as the number and size of bays, welding and fabrication area, parts and supply storage, fluid storage and office space
- Vehicle lift limitations including capacity and structural concerns due to age

- Building structural deficiencies including siding, windows, doors, insulation, paneling and roofing
- Building heating, ventilation and air conditioning deficiencies

As the Village continues to grow and the building continues to age, the capacity and structural limitations will compound.

In the process of assessing overall building space needs, staff reviewed previous discussions regarding a gun range for the Police Department. The Village has considered various options in the past to participate in a shared facility with other agencies. However, a cost-effective solution that best meets the needs of the department has not been identified. Given this, along with new training requirements required for officers, the option for a Police Training Center with a gun range was proposed. Law enforcement officers are required to have a minimum of 30 hours of training every three years. Officers must have at least 12 hours of hands-on, scenario-based role-playing. Officers must also complete annual firearms qualification trainings. Building a range and training center will ensure officers continue to train beyond the requirements and will ensure officers are trained to the highest standards. Currently, training for state-mandated firearms qualifications and other weapons training is conducted at a private local facility that is able to only minimally accommodate needs during limited hours of operation determined by the facility's owner. Having a training center on site will allow officers to have the ability to train and enhance their skills at any time, on any shift. This will be a major enhancement for recruiting, retention, and the overall safety of the community.

A Facility Needs Assessment and Preliminary Plan for the Public Works Fleet Services Facility and the Police Training Center with Gun Range is the first step to identify the optimum plan and budget needs moving forward.

STAFF ANALYSIS

The Village recently purchased the property at 11312 E. Main Street as a potential location for the Fleet Services Facility. The property, approximately 1.7 acres in size, fronts Main Street, and has utilities available to the site. The property, located in proximity to the existing Public Works Facility at 11000 Bakley Street, as well as the East WWTP, would complement and even optimize the efficiency of the current operation in terms of a new Fleet Services Facility.

For the Police Training Center with Gun Range, the vacant land on the west side of the Municipal Complex is owned by the Village and would be an ideal location given the close proximity to the Police Department.

Staff has solicited the attached proposal from Williams Architects in the amount of \$44,500 to provide a Facility Needs Assessment and Preliminary Plan with site plan considerations for a Fleet Services Facility and a Police Training Center with Gun Range. All is in order for Village Board consideration.

2022-2025 STRATEGIC PLAN ALIGNMENT

The Strategic Plan identifies *“Forward Looking Community”* as a strategic focus and the following goal: *“Long-Range Planning.”* A Facility Needs Assessment and Preliminary Plan for the Public Works Fleet Services Facility and a Police Training Center with Gun Range will identify the optimum plan and budget needs moving forward.

FINANCIAL IMPACT

The FY23 Budget includes \$40,000 in funding in the Capital Projects and Improvement Fund, 400-00-00-8003 for a Facility Needs Assessment and Preliminary Plan for the Public Works Fleet Services Facility and a Police Training Center with Gun Range.

Mayor Hoeft asked if the Village Board had comments or questions. Trustee Kanakaris asked if the Village would consider renting the facility out once it is completed. Village Manager Johnson said it could be a possibility and would be discussed at a further date.

A MOTION was made to approve a Resolution Approving a Professional Services Agreement with Williams Architects in the Amount of \$44,500 for a Facility Needs Assessment and Preliminary Plan for the Public Works Fleet Services Facility and a Police Training Center with Gun Range.

- 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**

- n) Consideration – Approval of the Annual Contribution Payment to the Intergovernmental Risk Management Agency (IRMA) For Liability Insurance Coverage in the Amount of \$332,174

Village Manager David Johnson said the Village’s liability insurance coverage is with the Intergovernmental Risk Management Agency (IRMA). IRMA’s coverage year runs from January – December annually.

STAFF ANALYSIS

IRMA is a member-owned, self-governed risk pool. Some of the benefits are participating in IRMA include:

- As a non-profit government entity, IRMA returns all surpluses to members.
- 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.
- IRMA offers various grant opportunities associated with CALEA, ILEAP, APWA, Lexipol, BackSafe Training and Safety Equipment.
- IRMA conducts annual property appraisals at no additional cost.
- 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.
- IRMA offers six options for deductible credits.
- IRMA offers a variety of training programs tailored to the municipality’s individual needs.
- IRMA has no specialized focus on municipalities with higher claims.
- IRMA utilizes an in-house claims department and employs several litigation attorneys.

FINANCIAL IMPACT

Continuing to stay with the lowest deductible of \$2,500, the total cost for FY23 will be as follows:

- 1. 2023 Member Premium = \$292,669
- 2. Membership Fee – paid over 5 years = \$ 39,505

The membership fee can be paid in one lump or over a five-year period. No interest is charged to the Village for paying this one-time fee over five years. Total cost for FY23 = \$332,174, which is \$27,338 lower than FY22. IRMA looks at five years of revenues and losses. The main decrease in the premium can be attributed to 2016 losses falling off this calculation that were higher than 2021 losses that were added to this calculation.

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

A MOTION was made to approve the Annual Contribution Payment to the Intergovernmental Risk Management Agency (IRMA) For Liability Insurance Coverage in the Amount of \$332,174.

- MOTION:** Trustee Westberg
- 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: None

VILLAGE PRESIDENT’S REPORT: Mayor Hoeft reported there will be a Saturday indoor farmers market from 9am – 1pm in the Fellowship Hall at the First Congregational Church. He added that Monday is Martin Luther King Day so municipal offices will be closed, but garbage pickup will take place on Monday. Trustee Leopold asked about attending the Chamber dinner. Mayor Hoeft said the Village has reserved a table and to please let him or Melissa Stocker know if you plan on attending.

UNFINISHED BUSINESS: None

NEW BUSINESS: Trustee Holzkopf said she would like to announce that on January 25th the Village will be hosting a suicide awareness and prevention class. She recognized and thanked Deputy Chief Linda Hooten for going above and beyond to make this class happen. Trustee Holzkopf said she is extremely pleased to see this class happen and hopes that it becomes a regular event.

EXECUTIVE SESSION: Yes

A MOTION was made at 8:43 p.m. to Enter into Executive Session for discussion of Personnel, risk management claims and information, criminal investigations and internal audits involving potential, known, or suspected fraud risks, Probable or imminent litigation and pending litigation, and Review of closed session minutes.

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

A MOTION was made at 9:06 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

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 9:06 p.m.

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

Respectfully submitted,

Rita McMahan
Village Clerk