

**VILLAGE BOARD MEETING MINUTES**  
**March 23, 2023**  
**VILLAGE OF HUNTLEY**



**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, March 23, 2023 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, and Harry Leopold.

**ABSENT:** Trustees Kittel and Westberg

**IN ATTENDANCE:** Village Manager David Johnson, Director of Development Services Charles Nordman, Management Assistant Barbara Read, and Village Attorney Betsy Gates-Alford.

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

**PUBLIC COMMENTS:** None

**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 March 23, 2023 Bill List in the Amount of \$465,821.63
- b) Consideration – Resolution Approving the Purchase of Road Rock Salt through the State of Illinois Department of Central Management Services (CMS) Joint Purchasing Procurement Program
- c) Consideration – Resolution Approving a Contract to Safe Step, LLC through The Interlocal Purchasing System (TIPS) Cooperative Purchasing Program for the 2023 Saw Cutting Program
- d) Consideration – Ordinance Approving the 2023 Village of Huntley Zoning Map Update

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 March 23, 2023 Consent Agenda.**

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

## ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Ordinance Approving (i) Final Plat of Consolidation and (ii) Site Plan Review, including any necessary relief, for construction of a new vehicle display lot for Huntley Ford, 13900 Automall Drive

Director of Development Services Charles Nordman stated that Huntley Ford currently operates an automobile dealership located upon Lot 1 in the Huntley Automall Resubdivision, commonly known as 13900 Automall Drive. Huntley Ford recently purchased the neighboring 4-acre parcel to the west of the existing dealership (Lot 2) as well as the remaining 6.13 acres to the south. Huntley Ford has submitted plans for the proposed expansion of the existing vehicle display lot. The expansion would include a consolidation of Lot 1, which supports the existing dealership, and the adjacent Lot 2 to the west. The property is zoned “C-2” Regional Retail – Planned Development District.

### STAFF ANALYSIS

#### *Plat of Consolidation*

Huntley Ford proposes to consolidate the existing dealership upon Lot 1 with the proposed display lot upon Lot 2. The consolidation of ±5 acre Lot 1 and the ±4 acre Lot 2 will result in a 9.01 acre lot with 526.12 feet of frontage on Automall Drive. Huntley Ford is requesting relief to allow for a lot with less than the required lot area (15 acres) and street frontage (600’) as required by the Zoning Ordinance.

#### *Site Plan*

A new 350 space vehicle display lot is proposed to be constructed on the 4-acre parcel immediately west of the existing dealership. Cross access to the dealership’s display lot is provided. Each parking stall will measure 9’ X 18’, as the stalls are intended for display purposes only. Vehicles parked for display are setback at least 25’ from the west property line and will be an estimated 85’ from the Route 47 curb line. Lot 2 will feature a new paver apron as required by the property owners association covenants. The new entrance would eliminate four on-street parking spaces provided around Automall Drive and the roadway will be restriped accordingly. A continuation of the pedestrian sidewalk will be provided across the new Automall Drive frontage. Lot 2 is proposed to be 68% impervious and all improvements are accommodated by the existing stormwater management area provided on Lot 3 to the north as previously designed for the Huntley Automall. A 4-foot tall metal fence is proposed surrounding the display lot spanning from the stormwater detention retaining wall, across the Route 47 frontage, and meeting to the existing fence on Automall Drive. The fencing style, height, and location will align with the existing fence installed at the existing dealership. A rolling gate will be provided at the new entrance to Lot 2. The petitioner has requested relief to allow a fence in the front yard setback.

#### *Lighting*

The vehicle display lighting plan indicates the use of Lithonia D Series LED light fixtures mounted on white round poles at a 25’ in total height (22’-6” pole with 2’-6” base). The pole style, color, and fixture mounting heights will match those used in the existing vehicle display areas located on Lot 1.

#### *Landscaping*

The proposed landscape plan includes 44 shade trees spaced around the perimeter of the lot including the Automall Drive frontage and upon the six landscape islands centrally located within the display lot. The Route 47 Frontage will feature 9 ornamental trees with 174 deciduous and evergreen shrubs in mulched

planting beds. A mix of perennials and grasses will surround the base on the monument sign. Additionally, 9 evergreen trees will be planted near the stormwater detention areas to the north. The existing hedge will remain in the islands between Lot 1 and Lot 2. The Village's Landscape Ordinance requires any parking lot with more than two (2) rows of spaces have a minimum 5% of landscaping provided in the interior of the parking lot. The petitioner has requested relief to allow for a vehicle display lot with less than the required interior lot landscaping provided.

### *Signage*

A new monument sign is proposed to be located adjacent to Route 47, at least 10' from the property line as required. The 6'-8" tall monument sign features a gray stone base with a limestone cap. Natural tan brick will serve as the backdrop for the backlit "Ford" logo. The 71 square foot monument sign would be the 5<sup>th</sup> freestanding sign installed on the Huntley Ford property, which will require relief. The proposed sign is otherwise compliant with the Village's Sign Ordinance.

### *Required Relief*

As proposed, the plans will require the following relief to be approved as part of the site plan review:

1. The "C-2" zoning district requires a minimum lot area of 15 acres. The proposed consolidation would result in a 9.01 acre lot. Relief is required to allow for a 9.01 acre lot in the C-2 District.
2. The "C-2" zoning district requires a minimum lot width of 600 feet. The proposed consolidation would result in a 526.12' frontage. Relief is required to allow for a lot with only 526.12' of frontage in the C-2 District.
3. The "C-2" zoning district does not allow fences in the front yard (the 50-foot setback along the frontage of Automall Drive). The plans indicate a fence placed 15-feet from the property line. Relief is required to allow the fence to be setback 15-feet from the property line to match the existing fence.
4. The Village's Landscape Ordinance requires any parking lot with more than two (2) rows of spaces have a minimum 5% of landscaping provided in the interior of the parking lot. Relief is required to allow for a parking lot with less than the required interior lot landscaping provided.
5. The Village's Sign Ordinance allows for one ground sign to be installed per lot. The plans indicate the installation of an additional ground sign on the Route 47 frontage, resulting in a total of five freestanding ground signs on the consolidated lot. Relief is required to allow for the five ground signs be installed upon the lot.

### *Concept Review*

The Village Board reviewed conceptual plans at their meeting on July 14, 2022 and the following questions and comments were addressed:

1. The site plans were generally well received by the board members.
2. The Petitioner confirmed that the new vehicle display lot would eliminate the need for off-site parking of display vehicles and employees.
3. The Petitioner confirmed that stormwater improvements are not required for this phase of the project, as they were previously accommodated by the stormwater management area on Lot 3 of the Huntley Automall.

*Plan Commission Recommendation*

The Plan Commission conducted a public hearing to consider the petitioner’s request on February 13, 2023, 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 5 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 applicable Village codes, ordinances, and 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. Parking areas are for the display of vehicles for sale only. The vehicle display lot shall not be used for any other type of outside storage or automobile repair activities.
4. No parking spaces shall be leased to an off-premises business.
5. All parking and display shall take place on paved surfaces only.
6. All landscape beds are required to be mulched on an annual basis and dead plantings must be replaced immediately upon decline.
7. No building plans, construction permits, sign permits, or Certificates of Occupancy are approved as part of this submittal.

*The Plan Commission added the following conditions:*

8. No on-street parking or display is permitted.

**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.*”

**FINANCIAL IMPACT**

The petitioner has requested financial incentive for the proposed improvements. The incentive request will be considered as a separate agenda item.

Director Nordman said the petitioner is in attendance to answer any questions of the Village Board. Trustee Goldman asked if the vehicles on the restaurant property will be removed once this project is complete. Mr. Khayenko, President of Huntley Ford, said yes they would be moved. Trustee Goldman said she is glad to see the fencing and security cameras installed to enhance security. Mr. Khayenko said that the fencing and cameras being installed have helped deter theft and added that the police presence in the area has also helped. Trustee Goldman asked how Huntley Ford plans on regulating electric vehicles. Mr. Khayenko said there are many federal and local regulations that need to happen and said they are currently waiting to how Ford will handle transitioning into adding electric cars to the inventory. Trustee Kanakaris said he liked the sign and landscaping. He thanked the petitioner for being in Huntley and said to keep up the good work. Mayor Hoeft asked if the Village Board had any further comments or questions. There were none.

**A MOTION was made to approve an Ordinance Approving (i) Final Plat of Consolidation; and (ii) Site Plan Review, including any necessary relief, for construction of a new vehicle display lot for Huntley Ford, 13900 Automall Drive.**

- MOTION:** Trustee Leopold
- SECOND:** Trustee Holzkopf
- AYES:** Trustees: Goldman, Holzkopf, Kanakaris, and Leopold
- NAYS:** None

**ABSENT: Trustees Kittel and Westberg**  
**The motion carried: 4-0-2**

- b) Consideration – Resolution Authorizing the Approval and Execution of a Business Development Agreement between the Village of Huntley and Bear Auto Group d/b/a Huntley Ford and SSK Property Group LLC

Village Manager David Johnson said in conjunction with Huntley Ford’s recent purchase of the neighboring 4-acre parcel to the west of the existing dealership (Lot 2) as well as the remaining 6.13 acres to the south, Huntley Ford has submitted plans for the proposed expansion of the existing vehicle display lot. Future plans include an expansion of the dealership proposed to include façade upgrades, and new service bays at the rear of the building intended to better meet the demands of new vehicle types, specifically hybrid and electric vehicles. The petitioner continues to seek opportunities for additional dealerships on the remaining 6.13 acres. On July 14, 2022, the Village Board authorized staff to conduct negotiations with Huntley Ford for a Business Development Agreement in conjunction with the dealership’s expansion plans. On November 10, 2022, the Village Board approved Resolution (R)11.87 approving a non-binding term sheet setting forth the terms of the Business Development Agreement.

#### **STAFF ANALYSIS**

The Business Development Agreement provides for the following:

- Rebate of 50% of annual sales tax generated above \$600,000; the Village retains the first \$600,000 in sales tax generated
- Term of 10 years or maximum incentive amount of \$1 million, whichever occurs first
- Parking lot expansion must be completed by December 31, 2023
- There must be a Ford dealership that primarily deals in the retail sale of new passenger automobiles (or other new passenger automotive dealership of similar type and quality as determined by the Village Board in its sole discretion) in addition to pre-owned vehicles

The initial investment by Huntley Ford for the land acquisition and parking lot expansion is \$4.4 million. The total investment anticipated with the future expansion of the building as well as exterior upgrades is \$8.88 million.

#### **FINANCIAL IMPACT**

The Village retains the first \$600,000 in sales tax generated, and will collect 50% of sales tax generated above \$600,000. The Village will continue to collect all of its share of property tax revenue generated.

#### **LEGAL ANALYSIS**

The Village Attorney has prepared the draft agreement in substantially the form attached subject to final review and approval of the form of the Agreement by the Village Manager in consultation with the Village Attorney.

#### **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.”* The acquisition of the additional acreage and the expansion of the parking lot will provide more opportunities for growth of the existing dealership as well as the ability to attract new dealerships.

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

**A MOTION was made to approve a Resolution Authorizing the Approval and Execution of a Business Development Agreement between the Village of Huntley and Bear Auto Group d/b/a Huntley Ford /and SSK Property Group LLC.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

**AYES: Trustees: Goldman, Holzkopf, Kanakaris, and Leopold**

**NAYS: None**

**ABSENT: Trustees Kittel and Westberg**

**The motion carried: 4-0-2**

- c) Consideration – Extension of Prior Approvals of Agreements relating to the Fieldstone Subdivision (±82-acres located at the northwest corner of Haligus Road and Dundee Road) Including:
  - i. Consideration – Resolution Extending a Prior Approval and Authorizing Execution of a First Amendment to the Annexation Agreement Relating the Fieldstone Subdivision.
  - i. Consideration – Resolution Extending a Prior Approval and Authorizing Execution of a Development Agreement for a Residential Development (Fieldstone Subdivision)

Director of Development Services Charles Nordman said on April 14, 2022, the Village Board adopted Resolution (R)2022-04.36 approving an amendment to the Kudlach Annexation Agreement and Resolution (R)2022-04.37 approving a development agreement for M/I Homes to develop ±82-acres located at the northwest corner of Haligus Road and Dundee Road with 173 single family homes. Both resolutions were conditioned upon the respective agreements being fully executed and recorded within 90 days.

Due to Developer’s review of various due diligence and engineering matters related to its acquisition of the Property and pursuit of the proposed development, the Developer and Owner did not deliver their executed counterpart of the Annexation Amendment and Development Agreement to the Village within the 90 days specified by the original approvals. As a result, the Village Board is now being requested to ratify and extend their prior approval of both Agreements, thus allowing the Village President and Village Clerk to execute and record the documents.

M/I Homes has informed the Village that they intend to close on the purchase of the property in early April 2023.

**STAFF ANALYSIS**

The proposed resolutions are solely intended ratify and grant extensions for executing the First Amendment to the Kudlach Annexation Agreement and the Development Agreement for M/I Homes’ Fieldstone Subdivision. The resolutions do not otherwise change any previous approvals for the design of the Subdivision.

**FINANCIAL IMPACT**

None.

## LEGAL ANALYSIS

The Village Attorney has prepared the required resolutions and all is in order for Village Board action.

Director Nordman said Ms. Julie Workman, Attorney for M/I Homes was in attendance to answer any questions or concerns of the Village Board. Mayor Hoeft asked if Ms. Workman had anything to add to Director Nordman's presentation. Ms. Workman said that M/I Homes remains committed to the project even with the challenging economic interest. She added that there are some engineering matters to be completed with staff, but M/I Homes is very excited to move forward and plan to close on the property in early April. Mayor Hoeft asked if the plan would be to start moving dirt this year. Ms. Workman said yes, hopefully by spring. There were no other questions from the Village Board.

### **A MOTION was made to approve following resolutions:**

- i. **A Resolution Extending a Prior Approval and Authorizing Execution of a First Amendment to the Annexation Agreement Relating the Fieldstone Subdivision.**
- ii. **A Resolution Extending a Prior Approval and Authorizing Execution of a Development Agreement for a Residential Development (Fieldstone Subdivision)**

**MOTION:** Trustee Kanakaris

**SECOND:** Trustee Leopold

**AYES:** Trustees: Goldman, Holzkopf, Kanakaris, and Leopold

**NAYS:** None

**ABSENT:** Trustees Kittel and Westberg

**The motion carried: 4-0-2**

- d) Consideration - Ordinance Approving a Second Extension to the Deadline for Recording the Cider Grove Unit 2 Phase 4 Final Plat of Subdivision

Director of Development Services Charles Nordman stated that on June 9, 2022, the Village Board adopted Ordinance (O)2022-06.37 approving the Final Planned Unit Development and Final Plat of Subdivision for both Phases 3 and 4 of Cider Grove Unit 2. The Subdivision Ordinance requires that a Final Plat of Subdivision be recorded within three months of approval by the Village Board, thus requiring both plats to have been recorded by September 9, 2022. The Village Board later adopted Ordinance (O)2022-09.58 approving a six-month extension to the deadline for recording the plat for Phase 4 (the plat for Phase 3 was recorded prior to the September 9<sup>th</sup> deadline). The extension required the Phase 4 plat to be recorded by no later than March 31, 2023.

## STAFF ANALYSIS

The property owner, Forestar, has requested a second extension for recording the Phase 4 Final Plat of Subdivision based upon recent market conditions. Forestar anticipates that Phase 4 lots would not be developed until 2024 based on rising interest rates and the slowed pace of homes sales in Phases 1 and 2. As a result, they are requesting the Village Board grant a second extension to the deadline for recording the Phase 4 plat to a date of September 30, 2024.

## FINANCIAL IMPACT

The Development Agreement for Cider Grove Unit 2 requires that the developer pay the Village the estimated cost of completing the Main Street extension prior to the recording of the Phase 4 Final Plat of Subdivision.

**LEGAL ANALYSIS**

Village Board approval is required for the plat extension.

Director Nordman said Mr. Jeff Ende from Forestar is in attendance to answer any questions or concerns of the Village Board. Trustee Leopold asked how many lots there are and how much of the project is Phase 4. Mr. Ende, said Phase 4 is approximately one-third of the overall project and has approximately 40 lots. He added that all of the lots in Phases 1 and 2 have been sold, and that Phase 3 is slowing down but they do anticipate needing the additional lots in Phase 4 by the requested 2024 date. Mayor Hoeft asked if the Village Board had any further comments or questions. There were none.

**A MOTION was made to approve an ordinance granting a second extension to the deadline for recording the Cider Grove Unit 2 Phase 4 Final Plat of Subdivision.**

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

- e) Conceptual Review – Proposed Site Plan and Building Elevations for a Multi-Tenant Retail Building Upon Lot 6 of Huntley Crossing Phase I, Located Directly North of BMO Harris Bank

Director of Development Services Charles Nordman said that in February of this year, the petitioner, OM Group, purchased Lot 6 of Huntley Crossings Phase I and has submitted a conceptual site plan for the outlot which is located on Route 47 south of Powers Road near Huntley Crossings Drive. The subject lot is located directly north of BMO Harris Bank and is zoned “B-3 (PUD)” Shopping Center Business District – Planned Unit Development. OM Group intends to develop a multi-tenant building with up to four retail and restaurant tenants. OM Group has shared with the Village that they are finalizing lease agreements for users of the building.

**STAFF ANALYSIS**

The conceptual site plan includes the construction of a multi-tenant commercial building upon the ±1.7 acre outlot. The ±8,400 square foot single story retail building is proposed to support four users. The southern most ±1,395 square foot end cap is proposed to support a Wing Stop restaurant. This quick service restaurant will offer limited seating, as the location is primarily planned for carry-out and delivery service. The larger ±4,115 square foot in-line unit is proposed to support a retail liquor store. The smaller ±1,395 square foot in-line unit will support another quick service / carry out restaurant. Lastly, the northern most ±1,395 square foot end cap will support The Human Bean, a drive thru espresso café with over 300 locations operating or under development in 25 states. The proposed drive-through will require approval of a special use permit.

*Access*

The outlot 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 6 proposes a dedicated access point at the southeast corner of the parcel. Cross access is also proposed between the front parking areas of Lot 6 and Lot 7c to the north. This would provide vehicle cross access from Culvers south to Lot 6, offering the functionality of an integrated shopping center allowing users to flow directly between outlots without the



need to pull onto the rear private roadway. Pedestrian access will be provided along the west side of the private roadway and will complete the connection north to Powers Road and south to Huntley Crossings Drive.

*Parking*

The primary customer parking lot is located in front of the building and along the south property line. Diagonal parking is provided in the rear and would likely serve employees. Lot 6 provides parking for 45 passenger vehicles as compliant with the Rubloff Annexation Agreement. All parking stalls measure a compliant 10' X 19'. A dumpster enclosure is provided within the parking lot located in the rear lot.

*Elevations*

The proposed building is comprised principally of a dark gray face brick with veneer stone piers at each corner of the building and between each of the tenant spaces. A decorative sconce adorns each pier around the entire building. Light gray fiber cement boards are proposed for the upper quarter of the building and serve as the backdrop for the tenant signage. A cast stone band divides the brick from the fiber cement board with a black metal coping to cap the entire building. Storefront glass lines the entire front façade facing Route 47 and wraps around the two endcap units. One stone veneer entry monolith serves as the building's sole roofline variance as viewed from the Route 47 frontage.

*Landscaping*

Landscaping modifications will be required in line with the Commercial Design Guidelines as part of the full submittal to the Plan Commission.

*Signage*

No formal sign package has been provided for conceptual review, but will be required as part of the submittal to the Plan Commission.

**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.”*

**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 said Mr. Steven Kolber, President of Kolbrook Designs, the architect for the building, is in attendance to address any questions or concerns of the Village Board. Trustee Holzkopf asked if the coffee establishment is strictly a drive-thru or will it have dine-in as well. Mr. Kolber said it will also be dine-in. Trustee Holzkopf asked if a small curb could be added to the drive-thru lane to prevent cars from cutting in line coming from a different direction or add something to make sure the vehicles have to go around the building and not able to cut into the line. She referenced the Starbucks drive through on the north side of

town having an escape path, but also a small curb to prevent another car to cut in line. Mr. Kolber stated that they do not like to lock vehicles in line and said the lane was kept open to act as an escape lane in case something happens while a driver is in line to place an order. He added that if the Village Board would like, the drive thru can be designed as a left in only to make sure the vehicles travel around the building to enter the queue.

Trustee Kanakaris said he would like to see a little more appeal added to the elevation of the building and asked if there were any patios in the front for visitors of the coffee shop to sit outside. Mr. Kolber stated that none of the businesses have expressed a need for a patio at this time. Trustee Kanakaris said he would like to see a canopy in the drive thru by the order window. Mr. Kolber said that his company is still working with the coffee shop on their plan so the window may be moved slightly and a canopy may be added. He said the plans were kept non-specific at this time until the tenants speak to more of what they will need.

Trustee Leopold asked if there would be signage above the doors and windows on all sides. Mr. Kolber said signage would be included on the west elevation but not on the north or south because of the location being so visible. Trustee Goldman told the petitioner that she is glad to see this building being constructed but requested no more pizza places be included. Mr. Kolber said that his client is well connected in the franchise world and is meeting with various users for the building.

Mayor Hoeft asked about use of the grassy area in the northeast corner of the building. Mr. Kolber said it could be used for a patio area if desired by the coffee shop or the tenant next to the coffee shop. Trustee Kanakaris asked why the patio would be in the back of the building instead of the front. He suggested moving the two tenants on the north side back and making the open space in the front of the building bigger and able to include a patio area and said he would prefer to see the sidewalks in front at least 10' instead of 5'. Mr. Kolber said he has confirmation from three of the four tenants that they do not wish to have a patio space. Trustee Kanakaris said that is fine, but would still like to see wider sidewalks. Trustee Leopold asked if the liquor store tenant was a national brand. Mr. Kolber said no, but the tenant is a local operator that has several stores in the area.

Mayor Hoeft thanked Mr. Kolber for interest and said he hopes to see the Trustees' concerns addressed.

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

f) Discussion – Concept Review for Improvements to Vacant Lots at 11810 Main Street

Village Manager David Johnson said the Village Board approved Resolution (R)2023-02.29 on February 23<sup>rd</sup> entering into a lease agreement with the owner of 11810 Main Street for the public use of the vacant lots lying to the east and west of the building location. The initial term of the lease is five years.

#### **STAFF ANALYSIS**

The proposed public uses for the lots include outdoor dining facilities and public and community space, including without limitation seating, service and consumption of food and beverages, community activities and recreation, public open space, display of public signage or artwork, ingress and egress from adjacent public ways, and similar or related activities. Conceptual layouts for the proposed improvements for the eastern and western lots are attached for review.

The proposed improvements for the eastern lot include landscaping, planters, artificial turf patio seating area with fire pit, brick pathway between Coral Street and Main Street, brick patio area on the south side adjacent to Lincoln House and Co. (11808 Main Street) with seating (table & chairs by others) and Tivoli lighting between the buildings.

The Improvements for the western lot include landscaping, concrete pad with seating, and signage. The proposed funding (\$5,870) for the improvements will be reallocated from the northeast corner of Route 47 and Main St. that was budgeted for FY2023, but is no longer an option at this point because the fire hydrant was removed during the 2022 Watermain Replacement Project and was going to be used as a water source.

### **2022-2025 STRATEGIC PLAN ALIGNMENT**

The Strategic Plan identifies “*Strong Local Economy*” as a strategic focus and the following goal: “*A Vibrant Downtown Gathering Place.*” The addition of seating creates additional opportunities for the patrons of adjacent businesses to gather, and the enhanced landscaping improves the appearance of the area.

### **FINANCIAL IMPACT**

Costs would be associated with landscape and hardscape improvements, including chairs, Tivoli lighting, and planter pots. The estimated cost for the eastern lot is \$27,650 and the western lot is \$5,870; however, there is not budget impact from the western lot improvements as noted above. A budget amendment is required for the eastern lot. Minimal costs would also be associated with maintenance of the lots.

Mayor Hoeft asked the Trustees for their input. Trustee Goldman mentioned this was attempted a couple of years ago. Village Manager Johnson said it had, but the Village was not able to secure a lease. He said these enhancements will be great for users of the businesses in the immediate area, but also for visitors of the entire downtown. Trustee Goldman asked if there would be a contest for the mural proposed for the walls of the buildings. Village Manager Johnson stated that murals are not being proposed at this time but rather use of a type of adhesive to place historic pictures on the sides of the building. He then asked Director of Development Services Nordman to further explain the type of product that could be used. Director Nordman said it is a type of adhesive product that gives the appearance of a picture being painted but it is actually a vinyl material. He said it still gives the look of the exposed brick and the texture of the brick, but it is easier to change the pictures without having to repaint the wall. Village Manager Johnson added that another option for the walls will be to have a picture of a crown or wings that visitors could use for a photo-op. Trustee Holzkopf liked the idea of a photo-op picture for patrons and suggested that historic pictures could also be used for photo-ops especially for people that have been in Huntley for a long time.

Trustee Holzkopf asked who would be in charge of the landscaping for that area and if the planters would be just greens, or if flowers would be included. Village Manager Johnson said the planters would be created by Bill Ruth and would have flowers in them to match the other planters around downtown. Trustee Holzkopf asked that signage be included telling people to not allow their animals to use this area and said that she did not favor the fire pits. She said she thought the fire pits could be dangerous and would prefer to see another option in that area.

Mayor Hoeft mentioned that there is a group working on the project that includes the Historical Society to collaborate on the pictures being proposed for the walls. He said he is happy to see the way these areas are being enhanced and looks forward to seeing the area filled with residents and visitors.

Trustee Kanakaris asked who would maintain the tables and garbage throughout the evening and if the string lights would be on all night or turn off at a certain time. He added that he would like to see the string lights on the west side of the building as well. Village Manager Johnson said employees from the Lincoln business would be responsible for maintenance and turning the lights on and off, and that the string lights could be added to the other side of the building. Trustee Kanakaris said he would like to see more lounge seating that could accommodate groups of six or eight people. He added that he likes the fire pits and they make ones that are safer being a certain height so children are not able to reach in. Trustee Leopold said he would like to see more trash cans and asked if the historic pictures would be on the east side of the building as well. Village Manager Johnson said the pictures are not currently being proposed for that side, but staff could certainly discuss the possibility with the building owner. Trustee Leopold said he would like to see six pictures on the walls. Director Nordman said three on each side would most likely be the best fit. Village Manager Johnson stated that if the Village cannot get permission to put the vinyl pictures on the building, the pictures will be put on posts.

Mayor Hoeft thanked the Trustees for their input and said if they had more ideas to please send them to Village Manager Johnson. Village Manager Johnson said a kick off meeting was planned with the contractor for Monday morning so staff will provide their feedback and bring an updated plan back to the Village Board as soon as possible.

***This item was presented for policy direction only.***

g) Consideration:

- i. Resolution Authorizing Payment of Reimbursement No. One to Coral Street Fire House, LLC in the Amount of \$75,000 in Accordance with the Approved Redevelopment Agreement for 11808 Coral Street
- ii. Ordinance Approving an Amendment to the FY23 Budget in the Amount of \$150,000 for the Redevelopment Agreement Between the Village of Huntley and Coral Street Fire House, LLC for the Fire Station Redevelopment Project at 11808 Coral Street

Village Manager David Johnson stated that per the terms of the Redevelopment Agreement with Billitteri Enterprises, LLC, subsequently assigned to Coral Street Firehouse, LLC as approved by Ordinance (O)2022-03.11 on March 10, 2022, the developer is eligible for a reimbursement of \$75,000 after issuance of the building permit for the buildout of the first floor restaurant tenant space.

#### **STAFF ANALYSIS**

The building permit was issued for the restaurant space on March 1, 2023, and construction has commenced. The developer is requesting the first reimbursement for the restaurant space. A second reimbursement of \$75,000 is provided for in the Redevelopment Agreement subject to completion of the restaurant space.

#### **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 reimbursement will require a budget amendment to the FY23 Budget in the Downtown TIF Fund.

**LEGAL ANALYSIS**

The requirement for the reimbursement as outlined in the Redevelopment Agreement has been met.

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

**A MOTION was made to approve the following:**

- i. **Resolution Authorizing Payment of Reimbursement No. One to Coral Street Firehouse, LLC in the Amount of \$75,000 in Accordance with the Approved Redevelopment Agreement for 11808 Coral Street**
- ii. **Ordinance Approving an Amendment to the FY23 Budget in the Amount of \$150,000 for the Redevelopment Agreement Between the Village of Huntley and Coral Street Firehouse, LLC for the Fire Station Redevelopment Project at 11808 Coral Street**

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

- h) Consideration – Resolution Approving a Revised Residential Public Sidewalk Replacement Rebate Program

Village Manager David Johnson stated the Village’s public infrastructure includes approximately 185 miles of public sidewalk. The goal is to preserve safe pedestrian access for the community in accordance with the Village’s Pedestrian Access Route Inspection and Repair Program (“PAR Program”). The PAR Program prioritizes repair or replacement work based on the volume of pedestrian traffic, the condition of the sidewalk, notice of any complaints or accidents, the budget for and coordination of the work. As shown in **Table 1** below, a variety of methods are utilized to eliminate trip hazards and maintain safe pedestrian routes, depending on the sidewalk deficiency.

**Table 1 – Sidewalk Condition & Treatment Methods**

Condition Rating	Vertical Displacement	Recommended Treatment
Red	1.5” and Greater	REMOVE & REPLACE
Yellow	Between 0.25” – 1.5”	SAW CUT or GRIND
Green	0.25” and Less	NO TREATMENT

Condition Rating	Horizontal Opening	Recommended Treatment
Red	Greater than 0.5”	REMOVE & REPLACE or CRACK FILL
Green	0.5” or less	NO TREATMENT

For sections of public sidewalk that do not meet the Village’s replacement criteria, the Village offers to share the replacement cost with residents through a Residential Public Sidewalk Replacement Rebate Program. Property owners that participate in this voluntary rebate program generally do so because they wish to have a section of public sidewalk replaced in front of their property for aesthetic reasons, such as minor spalling or pitting, or concurrent with a driveway replacement. The program is available on a first-come first-served basis, subject to available funding. Rebate program participants are required to hire a concrete contractor with a Village of Huntley business registration and submit to Village inspections to ensure that the work is performed in accordance with Village standards.

**STAFF ANALYSIS**

Over the last three years (2020 – 2022), seven residents participated in the Village’s Sidewalk Rebate Program, which currently offers a rebate of \$3.50 per square foot, up to a maximum amount of \$500.00. After reviewing current sidewalk replacement costs, staff believes that the current rebate amounts do not provide enough of an incentive for prospective participants especially given the current inflationary trends. Therefore, to encourage more participation which will improve the appearance of the Village’s public sidewalk infrastructure, staff is proposing to increase the rebate amount from \$3.50 to \$7.00 per square foot and increase the maximum rebate amount from \$500.00 to \$1,000.00. The proposed rebate amounts are based upon a reviewing of the documents from the last seven rebate participants and learning that they paid an average of \$12.97 per square foot.

**2022-2025 STRATEGIC PLAN ALIGNMENT**

The Strategic Plan identifies *“Healthy, Safe, and Attractive Community”* as a strategic focus and the following goals: *“Healthy Community”* and *“Attractive Community.”* Increased participation in this cost share program will improve the appearance of the Village’s public sidewalk infrastructure and contribute to a healthy lifestyle by promoting walking and other physical activity within the community.

**FINANCIAL IMPACT**

The FY23 Budget includes funding in the Streets Improvement and Roads & Bridges Fund, line item 420-00-00-8000 for the Residential Public Sidewalk Replacement Rebate Program.

Trustee Kanakaris confirmed this was just for sidewalks. Village Manager Johnson said yes, no aprons, just sidewalks. Mayor Hoeft asked if the Village Board had further comments or questions. There were none.

**A MOTION was made to approve a Resolution Approving a Revised Residential Public Sidewalk Replacement Rebate Program.**

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

**VILLAGE ATTORNEY’S REPORT:** None

**VILLAGE MANAGER’S REPORT:** None

**VILLAGE PRESIDENT’S REPORT:** Mayor Hoeft stated Deputy Village Manager Lisa Amour’s father passed away earlier today and asked that everyone please keep her and her family in their thoughts and prayers.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** Yes

**A MOTION was made at 7:49 p.m. to Enter into Executive Session for discussion of Probable or Imminent Litigation and Pending Litigation.**

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

**A MOTION was made at 8:08 p.m. to Exit Executive Session.**

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

**POSSIBLE ACTION ON ANY CLOSED SESSION ITEM:** None

**ADJOURNMENT:**

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:09 p.m.

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

Respectfully submitted,

Rita McMahon  
Village Clerk