

**PUBLIC MEETING NOTICE AND AGENDA
VILLAGE OF HUNTLEY
SPECIAL VILLAGE BOARD MEETING**

**THURSDAY, NOVEMBER 4, 2021
7:00 P.M.**



Due to restrictions associated with the COVID-19 pandemic, all those in attendance will be required to follow current State of Illinois face covering requirements regardless of vaccination status.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Items For Discussion and Consideration:
 - a) Discussion - Downtown TIF Improvements for FY22 Budget
6. Village Manager's Report
7. Village President's Report
8. Unfinished Business
9. New Business
10. Executive Session: (if necessary)
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual
 - c) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
 - e) Collective Bargaining
 - f) Appointment, Discipline or Removal of Public Officers
 - g) Appointment of a Public Officer
 - h) Review of Closed Session Minutes
 - i) Security Procedures
11. Possible Action on any Closed Session Item
12. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
10987 Main Street
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.

David J. Johnson, Village Manager

Agenda Item: **Discussion - Downtown TIF Improvements for FY22 Budget**

Department: **Village Manager's Office**

Introduction

The FY20 Budget Downtown TIF Fund included the following projects: Passenger Rail design and engineering for various improvements such as parking lot construction (\$500,000); Catty Building Improvements (\$300,000); S. Church Street Streetscape Improvements design and engineering (\$150,000); and Fire Station Redevelopment/Post Office Parking engineering and design (\$50,000). Due to the Covid-19 pandemic, the majority of these projects did not move forward in 2020. These projects were budgeted again in FY21 for future year expenditures in the 5-Year Capital Improvement Plan. Debt issuance generating \$1.5 million in funds for stormwater management improvements related to the Catty property and completion of the expanded municipal parking lot was completed in FY20. Those funds have not been expended to date. As activity in the downtown has progressed, the scope of these projects has been refined, and several other new projects have been identified. Staff has worked with Christopher Burke Engineering, Ltd. (CBBEL) to prepare conceptual plans and budget estimates for FY22.

Staff Analysis

Woodstock Street Parking Lot (new lot); 38 new parking spaces

These improvements consist of reconstruction of the Fire Station parking lot and construction of a new lot immediately to the east, creating one parking lot that would provide approximately 38 stalls. Ingress would be one-way off of Coral Street, with both ingress and egress from Woodstock Street. This would provide off-street parking for the Post Office and the proposed redevelopment of the Fire Station property.

Staff has had initial discussions with the parish priest regarding the possibility of utilizing the Church Rectory parking lot on Woodstock Street for additional public parking. Approximately 37 spaces would be available in the lot. Staff will continue discussions with the parish regarding this option.

Total cost proposed for FY22 Downtown TIF Budget - \$750,000

Option 1a - Additional On-Street Parking – Woodstock Street and First Street; 18 new parking spaces

Option 1a includes the addition of nine on-street parallel parking spaces on the west side of Woodstock Street, from First Street north to the St. Mary parking lot, and nine spaces on the north side of First Street between Woodstock Street and Church Street. The spaces would be created through “bumpouts” within the curb line in the right-of-way similar to the spaces on Church Street adjacent to the old village hall. Nine spaces would be created on each street for a total of 18 additional parking spaces.

Total cost proposed for Option 1a, FY22 Downtown TIF Budget - \$340,000

Option 1b - Additional On-Street Parking – Woodstock Street, First Street, and Coral Street; 28 new parking spaces

Option 1b includes the addition of nine on-street parallel parking spaces on the west side of Woodstock Street, and restricting traffic on First Street to one-way eastbound traffic to add angled on-street parking creating 13 stalls, and restricting traffic on Coral Street to one-way westbound traffic between Church Street and Woodstock Street to add angled on-street parking. With the change to one-way westbound traffic, the ten spaces on the north side of Coral Street would be eliminated, with 16 new spaces created along the south side, generating a net gain of six stalls.

Total cost proposed for Option 1b, FY22 Downtown TIF Budget - \$520,000

Church Street Parking Lot (Extension of Municipal Lot behind Main Street south to Catty building)

Paving of the remaining gravel area behind the existing municipal lot and the north side of the Catty property includes construction of the parking lot, underground stormwater management structures, relocation of watermain, and burial of overhead utility lines. Most of these improvements were previously included as part of the passenger rail project. That project has now been identified as a separate project for FY23 and included in the 5-Year Capital Improvement Plan.

Total cost proposed for FY22 Downtown TIF Budget - \$2,850,000

S. Church Street Streetscape Improvements

Streetscape improvements on Church Street south of the entrance to the municipal parking lot would include: replacement of curb and gutter, resurfacing of the roadway south to Mill Street, brick pavers within the right-of-way from the entrance to the municipal lot south to the entrance to the Catty property, landscaping within the right-of-way from the municipal lot entrance south to Mill Street, and burial of utility poles on the west side of Church Street.

Total cost proposed for FY22 Downtown TIF Budget - \$840,000

Mill Street Parking Lot

A paved parking lot is located on the south side of Mill Street directly across from the Catty property. The lot previously served as the employee parking lot for the former Dean Foods facility. The property is now owned by Country Delight, which does not utilize the lot for employee parking. A lease agreement with the new owner is proposed for the lot, which includes 32 parking spaces. The lot is in need of resurfacing.

Total cost proposed for FY22 Downtown TIF Budget - \$90,000

Seasonal Retail Shops on Main Street/Ice Skating Rink – 1st Congregational Church Property

The Village has had initial discussions with the 1st Congregational Church to use the unpaved property fronting Main Street for small seasonal retail shops, similar to the Batavia Boardwalk Shops in downtown Batavia. The shops would provide an opportunity for small businesses and entrepreneurs that may not yet be ready for a brick and mortar location. The Church is also interested in providing space for a temporary ice rink to be located on the east end of the Church property. A lease agreement with the Church would be required to utilize the property for the shops and ice rink.

Total cost proposed for FY22 Downtown TIF Budget - \$250,000

Financial Impact

\$1.5 million from 2020 debt issuance is available.

Action Requested

Staff is seeking direction from the Village Board to finalize the FY22 Downtown TIF Fund Budget capital expenditures.

Exhibits

1. Proposed Downtown Development Improvements Presentation prepared by Christopher B. Burke Engineering, Ltd. (CBBEL), dated 11/4/21

November 4, 2021



Village of Huntley



Proposed Downtown Development Improvements



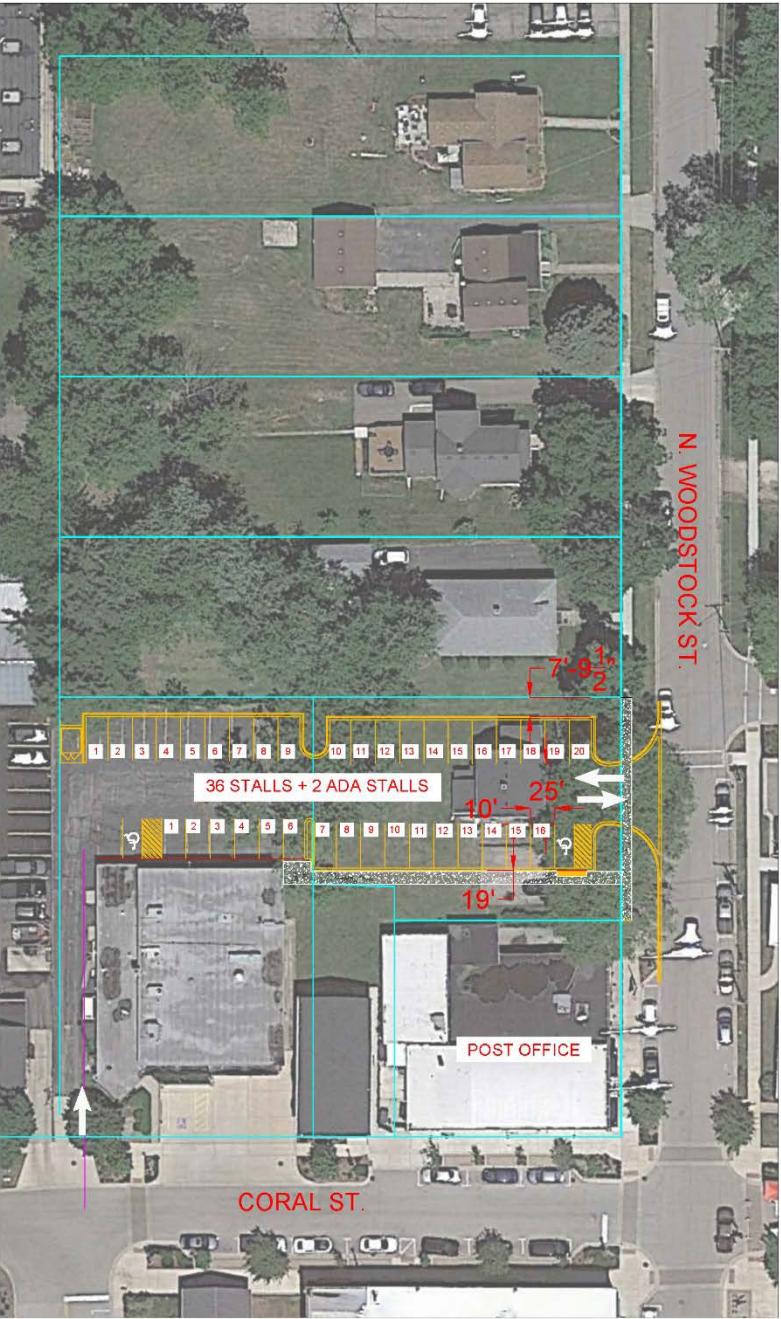
WOODSTOCK STREET PARKING LOT

Total Stalls Provided: 36 Standard + 2 ADA **38 Total**

- Parking Lot Improvement for**
- Permeable Paver Post Office Lot
 - Asphalt Fire Station Lot

Construction Cost Per Stall **\$19,750**

Total Construction & Engineering Cost **\$750,000**



OPTION 1A - ON-STREET PARKING

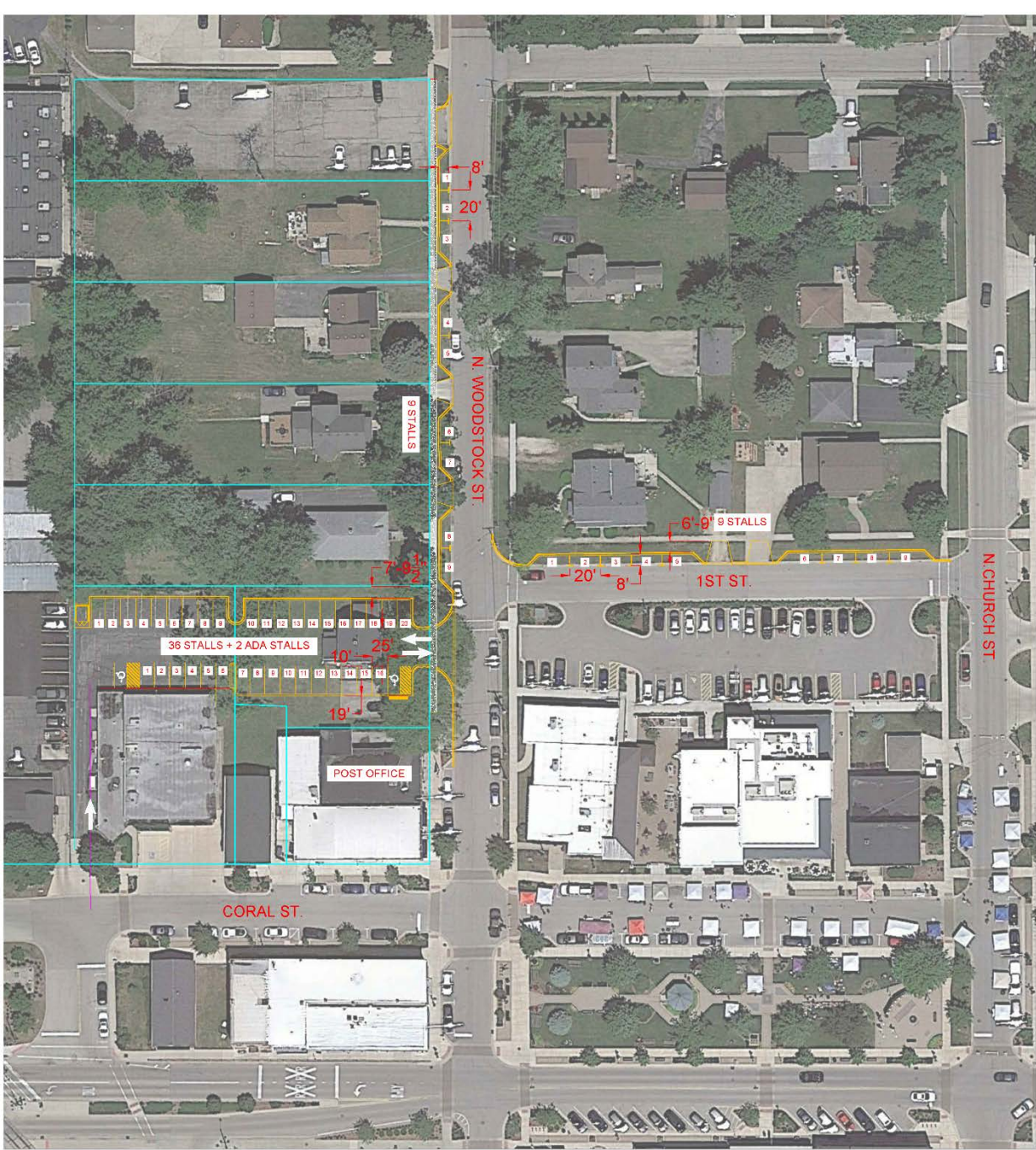
Parking in Parkway Along West Side of Woodstock and North Side of 1st Street

Total Stalls Provided 18 Total

Construction Cost Per Stall (Parallel Parking on Woodstock) \$19,800

Construction Cost Per Stall (Parallel Parking on 1st Street) \$11,300

Total Construction & Engineering Cost \$340,000



OPTION 1B - ON-STREET PARKING

THIS OPTION REQUIRES ONE-WAY STREETS

Parallel Parking on West Side of Woodstock Street and
Angled Parking on North Side of 1st Street and South Side
of Coral Street

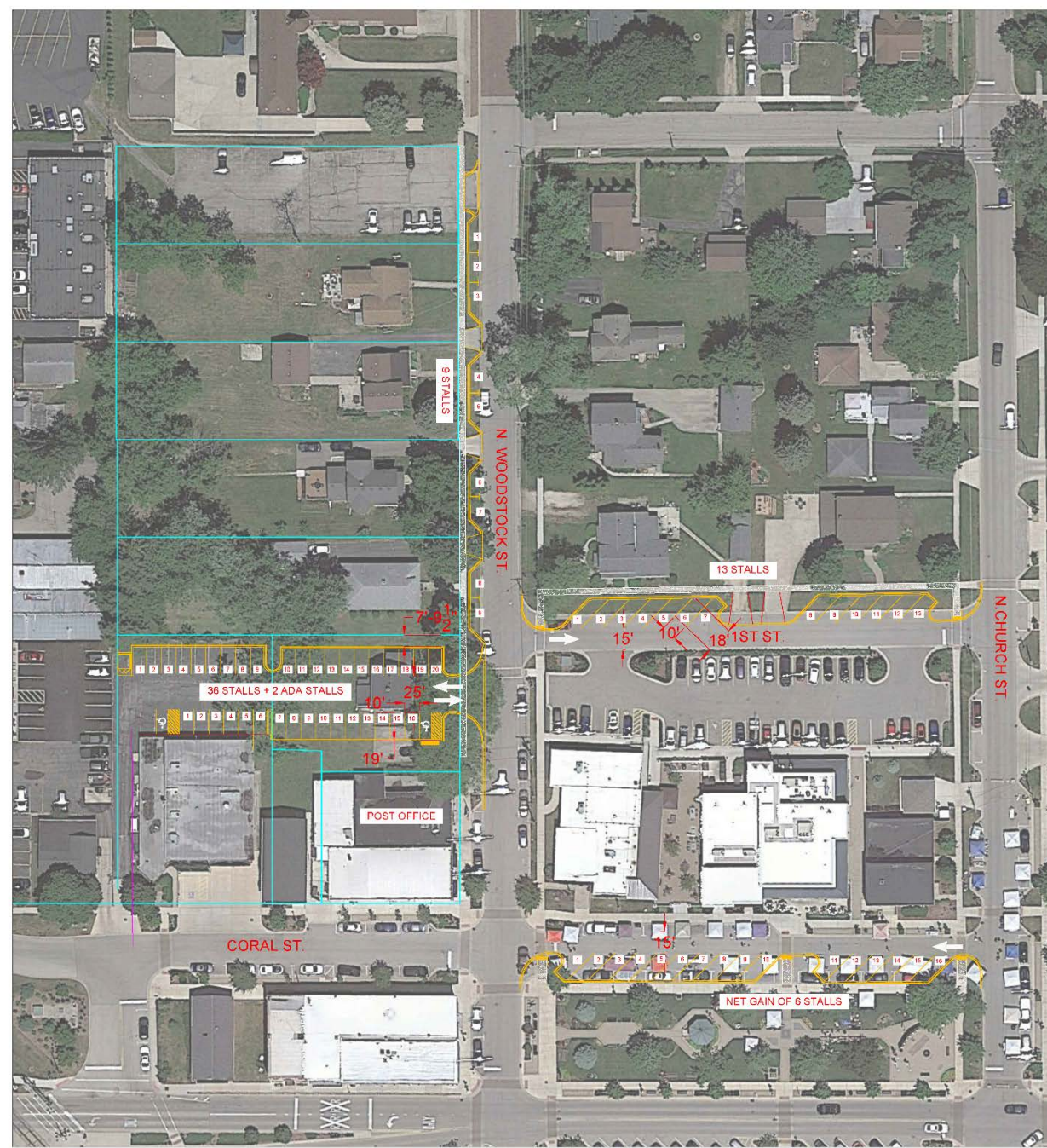
Total Stalls Provided **28 Total**

Construction Cost Per Stall
(Parallel Parking on Woodstock) **\$19,800**

Construction Cost Per Stall
(Angled Parking on 1st Street) **\$11,400**

Construction Cost Per Stall
(Angled Parking on Coral Street) **\$17,200**

Total Construction & Engineering Cost **\$520,000**



CHURCH STREET PARKING LOT EXPANSION

Underground Detention for New and Previous Downtown Improvements = \$775,000

8" Watermain Relocation = \$144,000

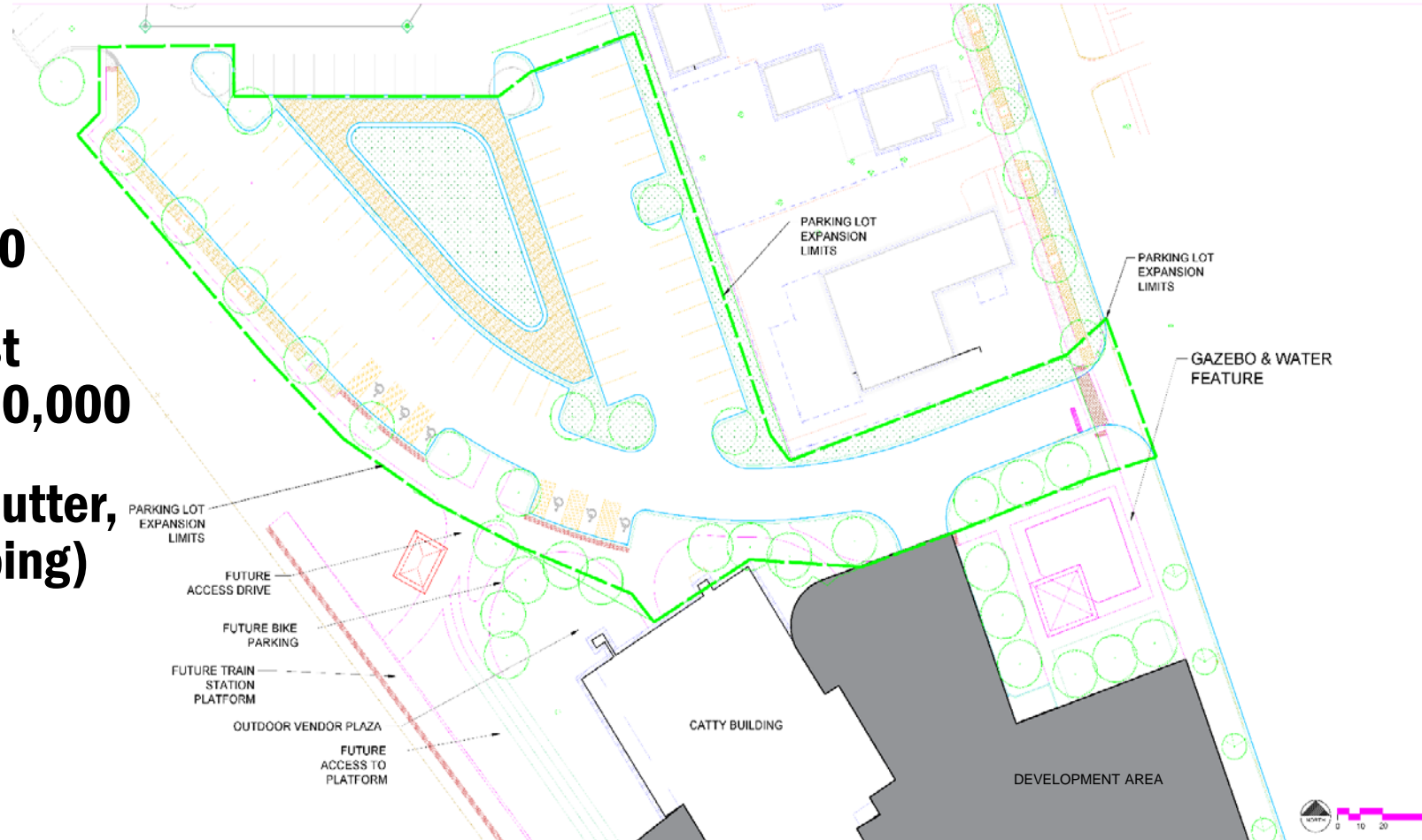
Overhead Utility Relocation from East Side of Lot Down to Mill Street = \$500,000

Parking Lot Improvements (Curb & Gutter, Asphalt, Sidewalk, Pavers, Landscaping) = \$1,025,000

Parking Spaces Provided = 65

Cost Per Stall = \$37,600

Total Construction & Engineering Cost = \$2,850,000



S. CHURCH STREET STREETScape

Water Main improvements from Main Street to Mill Street = \$175,000

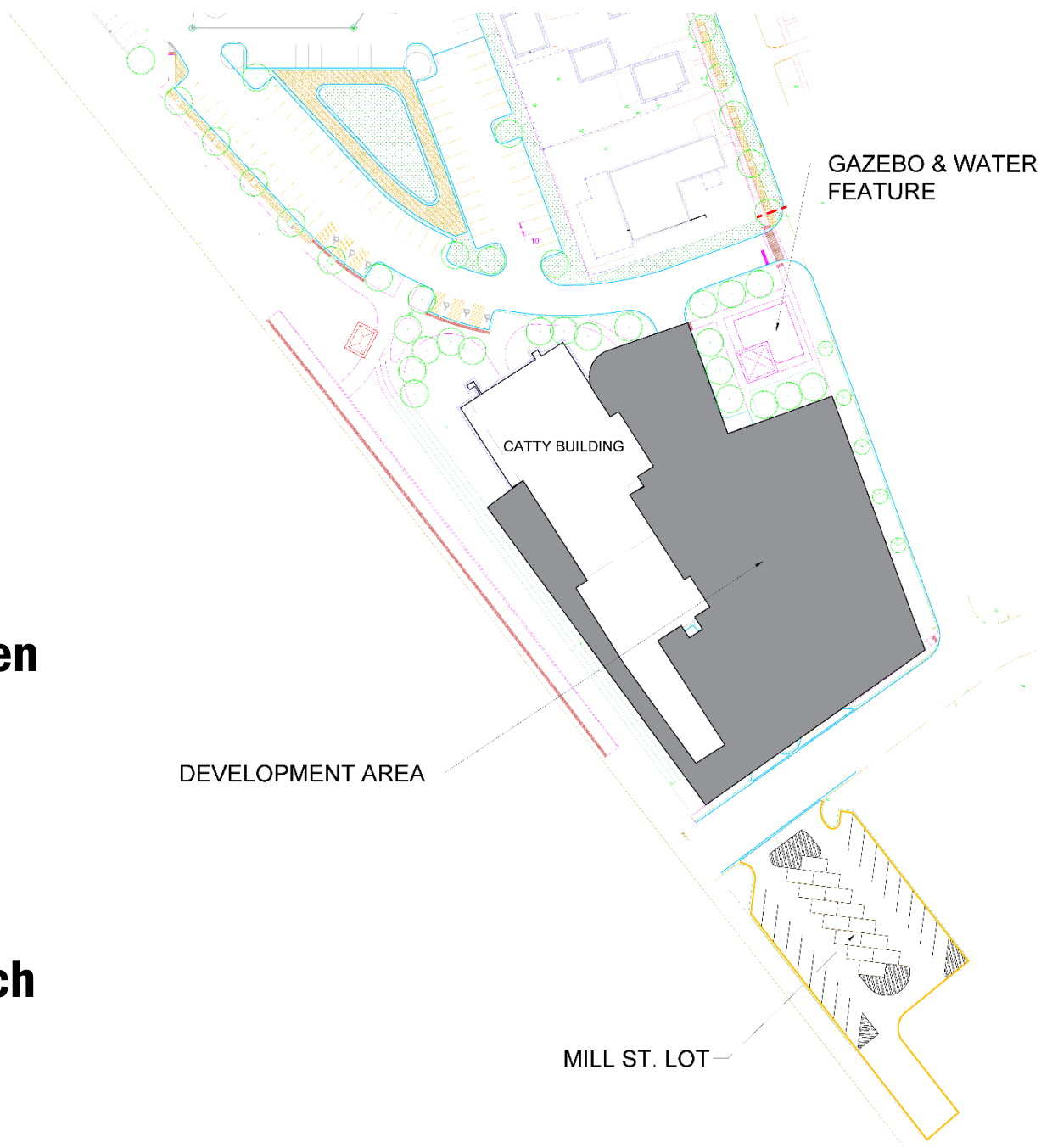
Roadway improvements (asphalt, curb & gutter, driveways, sidewalks) = \$350,000

Elimination of utility poles on west side of Church Street = \$50,000

West side of Church St. streetscape elements between Main St. & new parking lot driveway = \$135,000

Total Construction & Engineering Cost = \$840,000

***Improvements do not include decorative parkway pavers, paver crosswalks, trees in grates along Church Street other than described**





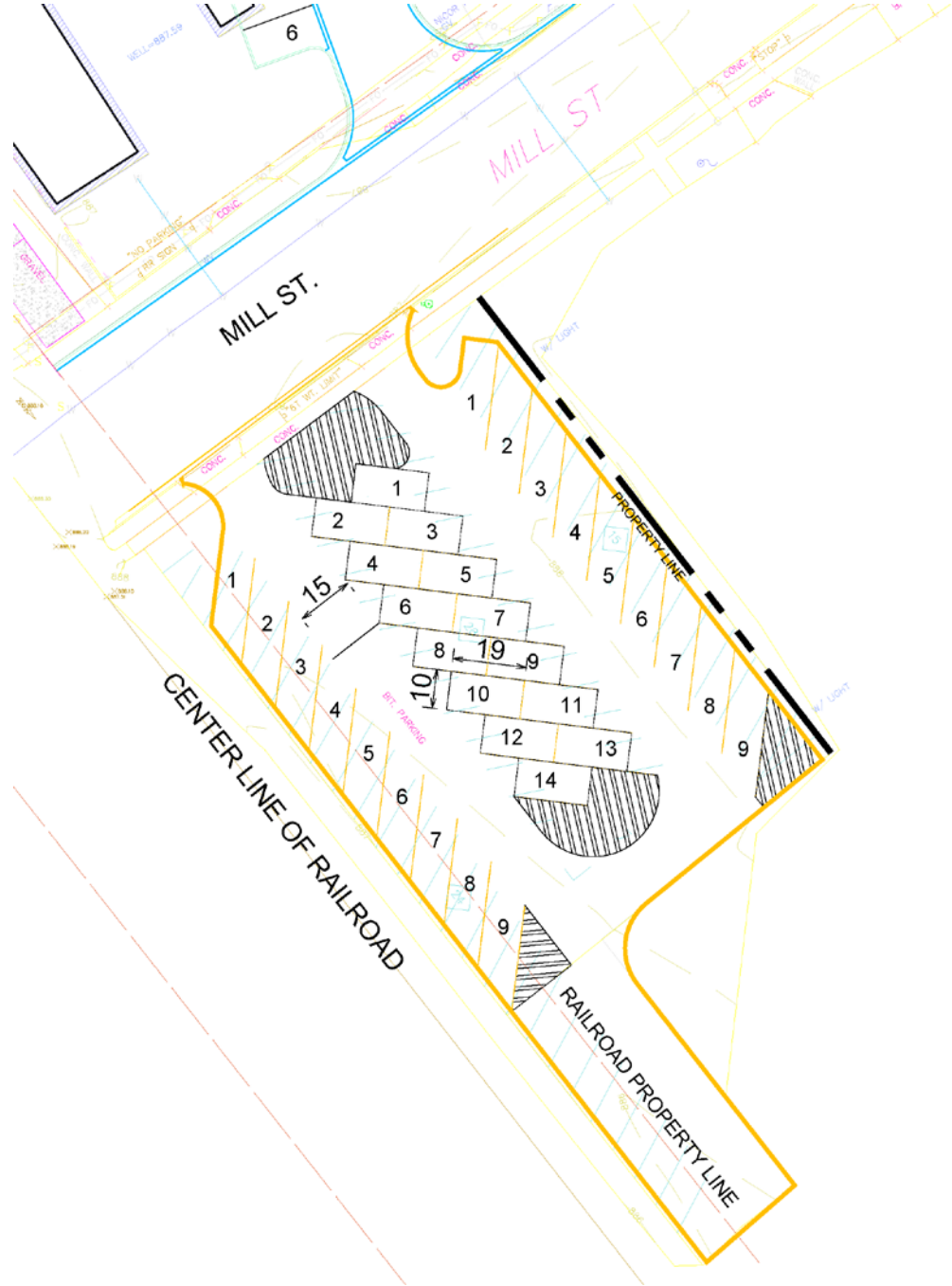
MILL STREET PARKING LOT

Angled Parking lot repair (resurface and restripe)

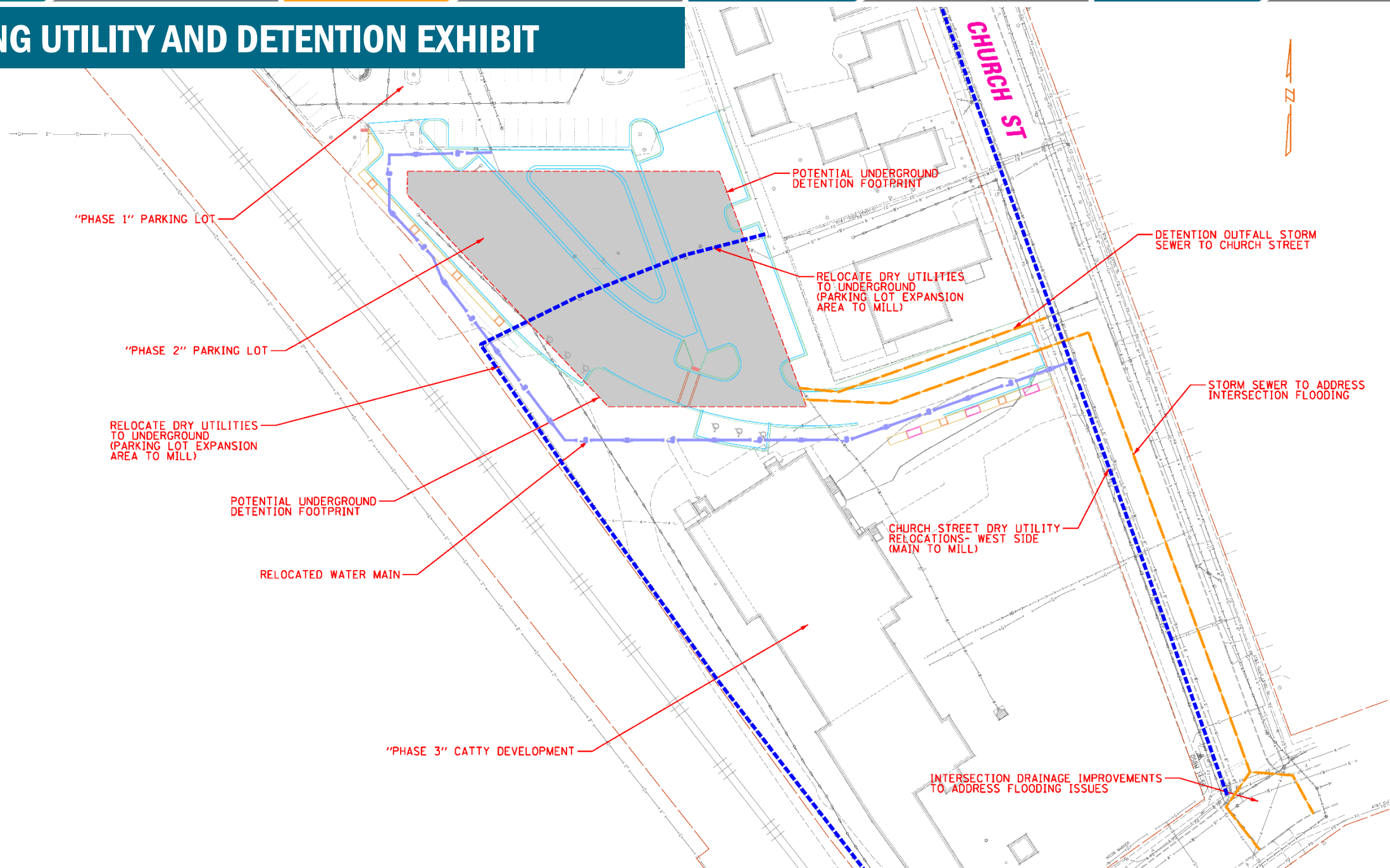
Stalls Provided = 32

Construction Cost Per Stall = \$2,350

Total Construction & Engineering Cost = \$90,000



PARKING UTILITY AND DETENTION EXHIBIT



An aerial photograph of a business incubator complex. The complex consists of several large, brown-roofed buildings arranged around a central parking lot. The parking lot is filled with numerous cars of various colors. To the right of the parking lot, there is a public skating rink with a blue surface and white markings. Several people are visible skating on the rink. The entire scene is captured from a high angle, showing the layout of the buildings, parking spaces, and surrounding greenery.

**BUSINESS
INCUBATOR
SPACES**

**PUBLIC
SKATING
RINK**

CONCEPTUAL DRAWING : INCUBATOR BUSINESS SPACES

AFFORDABLE LEASE OPTIONS FOR BUSINESSES WITHOUT A PHYSICAL LOCATION



CONCEPTUAL: WINTER SKATING RINK FOR PUBLIC USE



Information about Batavia Boardwalk Shops

A series 12x12 buildings, constructed by volunteers and Batavia High School Building Trades students

Rent for the season is \$2,500 total

Shop operators agree to maintain a minimum schedule:

Batavia Boardwalk Shops will be open May 28 – December 19, 2021.

Hours: Friday: 12 p.m. to 7 p.m. ***Shops will be required to be open until 8 p.m. on all 2nd Fridays from May – October

Saturday: 9 a.m. to 4 p.m.

Sunday: 12 p.m. to 4 p.m.

These days and hours are MANDATED. Please consider who can cover your shop if you cannot be there.

Monday through Thursday hours are optional.

Building Options: Shed Kits are available in many sizes and styles

Most kits do not include the following:

- Shingles
- Paint
- Roof Drip Edge
- Floor (available for purchase)

