

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
February 17, 2011
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, February 17, 2011 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Pam Fender, Jay Kadakia, Harry Leopold and John Piwko.

ABSENT: Trustees: Niko Kanakaris and Paul Mercer

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services Charles Nordman and Village Attorney Mike Coppedge.

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

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – January 27, 2011 Village Board and February 3, 2011 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the January 27, 2011 Village Board and February 3, 2011 Committee of the Whole Meeting Minutes.

- b) Discussion – February 24, 2011 Bill List in the amount of \$561,317.87

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the February 24, 2011 Bill List in the amount of \$561,317.87.

- c) Discussion – Ordinance (O)2011.2.08 – Reed Road and the Reed Road/Route 47 Intersection Recapture Agreement

Village Manager David Johnson reviewed a Power Point Presentation and reported that in accordance with the Facilities Expansion Agreement (FEA) between the Village and Huntley Venture, the developer of the Talamore Subdivision, Huntley Venture is presenting the Reed Road and Reed Road/Route 47 Intersection recapture agreement for Village Board consideration.

Staff Analysis

The Reed Road and Reed Road/Route 47 intersection improvements provided for the previously 02.17.11 COW Minutes

unaligned Reed Road/Route 47 intersection to align both east and west of Route 47 producing a single intersection with a traffic signal and improvements to Reed Road which extend approximately 5,550 feet west of Route 47. These improvements replaced the previously off-set intersection of Route 47 and Reed Road. The roadway and intersection improvements provide access to the commercial properties located at the intersection of Route 47/Reed Road as well as access to Talamore and adjoining properties; these improvements are an integral part of the Village Transportation Plan in this portion of the Village. A benefitted property map is attached.

Financial Impact

The total certified cost for Reed Road improvements is \$5,209,263.81 and the certified cost for the Reed Road/Route 47 intersection improvements is \$1,192,055.82. Pursuant to the FEA and other agreements governing the Talamore property the Reed Road and Reed Road/Route 47 intersection improvements affect only two (2) parcels; those being the +/- 40 acre commercial property located at the northwest corner of the Reed Road/Route 47 intersection and the parcel located along the south side of Reed Road immediately west of the Grafton Township office and east of the Talamore property. The total Reed Road recapture amount is \$1,050,958.88 or 20.17% of the total cost and the total Reed Road/Route 47 recapture amount is \$298,013.96 or 25.00% of the total intersection cost.

In accordance with the proposed recapture agreement, the benefitted property owners (or developers) shall pay interest on the recapturable amount at a rate of 10%. Interest for the Reed Road Intersection will begin accruing upon the date of approval of the recapture agreement. Interest for the Reed Road Extension will begin accruing upon Village acceptance of the road improvement.

In addition to the recapture fees and interest, the Village is due a 3% administrative fee for administration of the recapture agreement.

Legal Analysis

Staff and the Village Attorney have reviewed the proposed agreement and all is in order for Village Board consideration.

Mayor Sass asked if the Committee had any comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2011-2.08 – Reed Road and the Reed Road/Route 47 Intersection Recapture Agreement.

d) Discussion – Comprehensive Plan Update Action Plan

Director of Community Development Charles Nordman reported that as directed by the Village Board in the FY2011 Budget Goals, staff has prepared a draft action plan for updating the Comprehensive Plan. The action plan shall serve as the starting point for discussion and direction by the Village Board. The update to the Comprehensive Plan will be completed by the Village's Development Services Department with assistance from other departments. Additionally, staff has submitted a grant request for technical assistance from the Chicago Metropolitan Agency for Planning (CMAP); however, selection announcements will not be made until March 9, 2011.

Staff Analysis

The Village's current Comprehensive Plan was adopted on April 22, 2002, and an update to the Land Use Plan was completed on June 23, 2005. The Village's population has more than doubled since the adoption of the Comprehensive Plan in 2002 and CMAP projections estimate the Village's population will

increase to 44,435 by 2040. An update to the Comprehensive Plan is necessary to reflect development that has occurred since the adoption of the plan in 2002 and to plan for future growth and development that was not anticipated by the current plan.

VILLAGE OF HUNTLEY COMPREHENSIVE PLAN UPDATE ACTION PLAN

ACTIVITY	SCHEDULE
<p>Step 1: Prepare Community Profile Staff will prepare a community profile that shall include a detailed analysis of the following categories:</p> <ul style="list-style-type: none"> ▪ Past Plans (Downtown Plan, TOD Plan) ▪ Housing ▪ Existing Land Use ▪ Community Facilities and Infrastructure ▪ Transportation ▪ Natural Resources 	March - April
<p>Step 2: Distribute Community Survey A resident questionnaire will be distributed to gather community opinions about future growth and development within the Village.</p>	March - April
<p>Step 3: Presentation of Community Profile and Survey Results The community profile and survey results will be presented to the Plan Commission and Village Board.</p>	Late April Meeting
<p>Step 3A: Development of Preliminary Goals, Objectives and Actions The Plan Commission and Village Board will be asked to identify specific goals, objectives and actions to provide direction for planning recommendations.</p>	Public to be Invited
<p>Step 3B: Identify Subareas The Plan Commission and Village Board will be asked to identify 2- 3 subareas for more detailed land use discussion within the plan.</p>	Public to be Invited
<p>Step 4: Draft Community Vision Staff will draft a community vision based on responses received as part of the community survey and feedback received in Step 3A.</p>	May
<p>Step 5: Prepare Preliminary Subarea Plans Staff will prepare preliminary plans for the subareas identified in Step 3B. Preliminary plans will be created based on the goals, objectives and actions identified by the Plan Commission and Village Board.</p>	May –June
<p>Step 6: Presentation of Preliminary Subarea Plans Staff will conduct a workshop with the Plan Commission and Village Board to introduce preliminary plans for the identified subareas. Staff will also present the community vision for review and comment.</p>	June Meeting Public to be Invited

ACTIVITY	SCHEDULE
<p>Step 7: Staff to Prepare Draft Comprehensive Plan Staff will prepare a draft plan based on feedback received during the previous steps. The draft plan shall include the following elements:</p> <ul style="list-style-type: none"> ▪ Future Land Use ▪ Subarea Plans ▪ Community Facilities and Infrastructure ▪ Transportation ▪ Economic Development ▪ Natural Resources ▪ Implementation Strategy 	<p>June - August</p>
<p>Step 8: Presentation of Draft Comprehensive Plan A joint meeting of the Village Board and Plan Commission will be held to review the draft plan. This meeting will include the public hearing required before the Plan Commission. Based on feedback received, appropriate revisions will be made to the draft plan.</p>	<p>Late August Meeting Public to be Invited</p>
<p>Step 9: Presentation of Final Comprehensive Plan The final Comprehensive Plan will be presented to the Village Board for approval.</p>	<p>September Meeting Public to be Invited</p>

Mayor Sass asked if the Committee had any comments or questions.

Trustee Piwko asked if the Community Survey would be available on-line; Director Nordman replied yes.

Trustee Fender asked for clarification on what items would be included in the Comprehensive Plan. Director Nordman reported that such items as economic development, transportation and natural resources are just a few things covered in the Comprehensive Plan which is a plan for the entire Village.

Mayor Sass asked if the survey would be sent out to the whole Village; Director Nordman reported that this was the intent.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the Comprehensive Plan Update Action Plan.

e) Discussion – Proposed Sidewalk Replacement Program

Senior Assistant to the Village Manager Lisa Armour reviewed a Power Point Presentation and reported that as directed by the Village Board in the FY2011 Budget Goals, staff has prepared a draft sidewalk replacement program. The Village receives a number of requests each year from residents in regard to sidewalk replacement. Sidewalks verified as trip hazards are replaced by the Village. However, many of the requests are related to aesthetic issues; therefore, staff has proposed a program that would allow for more sidewalks to be replaced by sharing the cost with the resident.

Staff Analysis

The proposed program would operate as a rebate program. Residents would be eligible for a rebate amount of \$3.50 per square foot for sidewalk repair or replacement, up to a maximum amount of \$500. The \$3.50 per square foot represents 50% of the estimated cost for repair work. For example, a typical sidewalk section is 20 square feet. The amount rebated to the homeowner would be \$70.00 per section. The maximum rebate amount would be \$500.00, which would amount to approximately 7, 20-square foot sections of sidewalk. Placing a limit on the rebate will allow for more residents to participate in the program.

Under the proposed program, residents would complete an application, which would be accepted on a first-come, first-served basis. Residents would hire their own contractors to complete the work. Only sidewalk repaired or replaced within the public right-of-way is eligible for this program.

Financial Impact

The FY2011 budget includes \$20,000 for the program.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Leopold stated that he thought this program would be a good way to assist residents in replacing unsightly sidewalks. Trustee Leopold asked if the contractors hired by residents would need to be a registered contractor with the Village; Ms. Armour replied yes that the contractors would be required to be registered with the Village.

Trustee Piwko asked if the guidelines would be the same for residents on corner lots; Ms. Armour stated that the guidelines would be the same.

Trustee Fender asked if residents received rates that differed from the program would the rebate amount change; Ms. Armour stated that the Village would still rebate the \$3.50 per square foot up to a maximum of \$500.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the proposed sidewalk replacement program.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass gave a recap of the Centegra Public Hearing which was held in the Board Room on Wednesday, February 16th and thanked Trustees Kadakia and Leopold for attending and thanked Trustee Leopold for reading testimony.

Mayor Sass reported that Village offices will be closed on Monday, February 21st in observation of President's Day.

Mayor Sass reminded the Board that the next McCOG meeting is on Wednesday, February 23rd.

Mayor Sass reported that the Village will have a booth at the upcoming Huntley Home and Business Expo

being held on February 26th and 27th at Marlowe Middle School.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:18 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Fender

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary