

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
June 11, 2009
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, June 11, 2009 at 7:05 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles H. Sass, Trustees: Pam Fender, Niko Kanakaris, Harry Leopold, and John Piwko.

ABSENT: Trustees: Jay Kadakia and Paul Mercer

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Director of Finance and Human Resources Jennifer Chernak, Management Assistant Barbara Read, Senior Planner Charles Nordman and Village Attorney Mike Coppedge.

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

APPROVAL OF THE AGENDA:

The agenda was approved, as presented.

PUBLIC COMMENTS: None

CONSENT AGENDA:

(All items listed under the Consent Agenda have been discussed at the Committee of the Whole and may be approved by one motion with a voice vote.)

- a) Approval of the May 7, 2009 Committee of the Whole and May 14, 2009 Village Board Meeting Minutes
- b) Approval of the June 11, 2009 Bill List in the amount of \$250,417.31
- c) Resolution (R) 2009-06.38 – Temporary Use Permit Request – Annual Pork Chop BBQ – First Congregational Church, 11628 East Main Street
- d) Approval of Resolution (R)2009-06.39 - A Resolution Recognizing the Formation of the Huntley Community Emergency Response Team (CERT) Citizen Corps Council
- e) Approval of Resolution (R)2009-06.40 - A Resolution Authorizing An Agreement with the Huntley Park District for Police Protection Services

- f) Approval of Ordinance (O)2009-06.19 - An Ordinance Creating Certain Parking Regulations in the Village of Huntley
- g) Approval of Ordinance (O)2009-06.20 - An Ordinance Prohibiting Commercial and Truck Traffic over 12,000 lbs. Gross Vehicle Weight Rating (GVWR) on Haligus Road between Huntley-Dundee Road and Kreutzer Road
- h) Approval of Resolution (R)2009-06.41 - A Resolution Authorizing Membership in the Municipal Insurance Cooperative Agency (MICA)
- i) Approval of Resolution (R)2009-06.42 - A Resolution Authorizing an Agreement with Charter One Bank for Lockbox Services
- j) Approval of Ordinance (O)2009-06.21 – An Ordinance Amending the List of Designated Authorized Financial Depositories for the Village of Huntley
- k) Approval of the Award of the Crack Sealing Program to the Lowest Qualified Bidder
- l) Approval of Ordinance (O)2009-06.22 – Plat of Easement Granted by Dean Illinois Dairies, LLC (Dean Foods) to the Village of Huntley and Accompanying Agreement with Commonwealth Edison for Joint Occupation of a portion of the Pump Station Easement

A MOTION was made to approve the Consent Agenda as presented.

MOTION: Trustee Leopold
SECOND: Trustee Kanakaris
AYES: Trustee Fender, Kanakaris, Leopold and Piwko
NAYS: None
ABSENT: Trustee Kadakia and Mercer
The motion carried: 4-0-2

DISCUSSION/APPROVAL OF ITEMS REMOVED FROM CONSENT AGENDA:

There were no items on the Agenda for discussion.

ITEMS FOR DISCUSSION & CONSIDERATION:

- m) Approval of Ordinance (O)2009-06.23 - An Ordinance Granting Exemptions from the Provisions of the Sign Regulations to Allow an Off-Premise Real Estate Sign for Re/Max Superior Properties at 11312 Rt. 47

Mayor Sass reported that the petitioner has withdrawn his request as he no longer has the listing.

n) Presentation and Discussion – Downtown Revitalization Plan Request for Proposals

Senior Assistant to the Village Manager Lisa Armour reported that on February 26, 2009, the Village Board authorized staff to distribute a Request for Proposals (RFP) to seek the services of a consultant that will assist the Village in the preparation of a plan that will provide an economic analysis and general development strategy for the downtown. In response to the RFP, staff received 22 proposals from consulting firms. After extensive review of each proposal staff interviewed five firms that best met the requirements of the RFP. Based on these interviews, staff has selected two finalists for consideration by the Village Board: Houseal Lavigne Associates and Teska Associates.

Ms. Armour stated that each firm was selected due to their past experience with similar projects in similar communities; their demonstrated understanding of the scope of work outlined in the RFP; had the ability to meet the scope of work within the budget provided; had a variety of methods used to gather public information; and, their proposals demonstrated their research and initial study of the downtown area. Both firms have been asked to make a 15 minute presentation to the Village Board detailing their experience and proposed scope of work. Ms. Armour stated that Houseal Lavigne Associates presented at the June 4th Committee of the Whole Meeting and tonight Teska Associates will present their proposal to the Village Board for consideration.

Mr. Nick Patera from Teska Associates introduced the team: Ben Carlisle from Teska, Tim Sjogren from Metro; and Terry Jenkins and Diane Williams from BDI. Mr. Patera also stated that Mike Hoffman from Teska will be the project manager for the project but was out of the country. Mr. Patera, with members of the Teska team, reviewed a Power Point presentation and then opened the floor for questions.

Trustee Leopold asked for examples of other communities and examples of how a façade program would work. The consultants stated that examples might be public incentives and low cost loans. They also noted that façade programs do not need to be large and such things as awnings, windows, etc. is a small way to start. Examples provided were: Canton, Evanston and Lemont. Trustee Leopold asked how they would address infill to which the consultants stated that they look at matching properties to the market. After the economic analysis, they would create information documents of locations to offer to the development community when the market is ready. Trustee Leopold asked for examples of significant financial buy-in to which the consultants suggested business incentives to make public improvements. Trustee Leopold asked for examples of public/private partnerships. The consultants noted work in Evanston and also mentioned Special Service Areas (SSA) for municipal streetscape improvements which might also encourage private improvements. In Champaign, IL they worked with the former Burnam Hospital site as a TIF. They also reported that they prepared guidelines for public sector improvements for the communities of Bartlett, Wheaton and Willow Springs.

Trustee Fender asked how they would handle landowners that don't share the vision to which the consultant stated that they would engage property owners in the process. They stated that there were three (3) groups of property owners: 1) those that have a vision; 2) those that are not sure; and 3) those that do not have a vision. They would work with all types and would create a priority structure of those with a vision for the downtown.

The consultants stated that at the end of writing the strategy, they will prepare a business plan that will have step-by-step ideas to achieve the goals. This will also include financial strategies such as TIF, SSA, capital improvement budget, grants, etc. They concluded by stating that the Village would receive a template and outlook to achieve the goals in incremental steps.

A consensus from the Committee of the Whole was not required after this presentation.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass asked the Board to let staff know if they would be attending McCOG on June 24th.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

A MOTION was made at 7:44 p.m. to enter into Executive Session for probable or imminent litigation; pending litigation and contractual.

MOTION: Trustee Piwko
SECOND: Trustee Leopold
The motion carried unanimously

A MOTION was made at 8:05 p.m. to exit Executive Session.

MOTION: Trustee Piwko
SECOND: Trustee Kanakaris
The motion carried unanimously

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There was a MOTION made to adjourn the meeting at 8:06 p.m.

MOTION: Trustee Leopold

SECOND: Trustee Piwko

Motion carried unanimously

Respectfully submitted,

Barbara Read
Recording Secretary