

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
April 26, 2018
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, April 26, 2018 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Ronda Goldman, Timothy Hoeft, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Public Works and Engineering Timothy Farrell, Director of Development Services Charles Nordman and Village Attorney Rich Curran.

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

PUBLIC COMMENTS: Mayor Sass reported that since those individuals that signed up to make a public comment wish to speak about Item d), Public Comments will come after the presentation on Item d).

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the April 12, 2018 Village Board Meeting Minutes

Mayor Sass reported that Trustee Kanakaris was absent from this meeting and asked if the Village Board had any comments or changes to the Minutes; there were none.

A MOTION was made to approve the April 12, 2018 Village Board Meeting Minutes.

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

AYES: Trustees: Goldman, Hoeft, Leopold, Piwko and Westberg

NAYES: None

ABSENT: None

ABSTAIN: Trustee Kanakaris

The motion carried: 5-0-0-1

- b) Consideration – Approval of the April 26, 2018 Bill List in the amount of \$772,851.89

Mayor Sass asked if the Village Board had any comments or questions regarding the Bill List; there were none.

A MOTION was made to approve the April 26, 2018 Bill List in the amount of \$772,851.89.

MOTION: Trustee Piwko
SECOND: Trustee Goldman
AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYES: None
ABSENT: None
The motion carried: 6-0-0

- c) Conceptual Review of a Proposed Site Plan and Building Elevations for a Multi-tenant Building Including a Drive-Through on Lot 3, Rosati's Resubdivision and Referral to the Plan Commission to Begin the Formal Development Review Process

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioner has submitted conceptual plans for the development of Lot 3, Rosati's Resubdivision which is zoned B-3 (PUD) Shopping Center Business – Planned Development District. The subject ±1.79-acre lot is located immediately north of the existing Walgreens (Lot 2) pharmacy and west of the recently approved 62,000 square foot Jewel-Osco. The proposed plan includes a ±9,070 square foot multi-tenant retail building with a drive-through and the associated site improvements.

Staff Analysis

Any proposed development within the Rosati's Resubdivision must adhere to the requirements of Preliminary Planned Unit Development for the property and shall require review approval by the Plan Commission and Village Board of the following:

1. Final Planned Unit Development Site Plan Review, including any necessary relief
2. Special Use Permit for a drive-through - The petitioner has not indicated a proposed user for the drive-through, but shall be required to identify a user when a formal application is submitted for the Special Use Permit.

Site Plan

The proposed site plan for the 9,070 square foot multi-tenant building includes parking for fifty-two (52) vehicles, with ten (10') foot-wide stalls, which exceeds the required thirty-seven (37) parking spaces (four (4) per 1,000 square feet). The proposed site plan will narrow the landscape easement adjacent to Route 47 from 100 feet to 50 feet, thereby requiring relief, and will also necessitate the realignment of the existing bike path and reconfiguration of the landscape berm.

The proposed vehicular access to the site includes a full-access driveway on the existing Route 47 (west-east) access road on the north side of the site and the north-south internal access road running along the east side of the site. Staff will request that the petitioner provide a sight line study to ensure the driveway on the east-west access roadway does not create a conflict with vehicles entering the development from Route 47. Additionally, cross-access from the Walgreens site to the south is planned via the drive aisle along the western portions of each respective lot. Internal traffic circulation includes two-way, twenty-four (24') foot-wide drive aisles and a one-way twelve (12') foot-wide connection along the south side of the site providing counter-clockwise access to the drive-through lane along the east and north sides of the multi-tenant building.

Building Elevations

The proposed building elevations consist of a combination of four (4) tones of brick work, wood-grain composite exterior wall siding, with aluminum canopies above front (west-facing) doorways and drive-through window on the building's north (side) elevation. Wall-mounted sconces are proposed along all four elevations.

Landscaping

The proposed site plan depicts foundation landscaping and plantings within the parking lot islands and bump-outs as required by the Village's Commercial Design Guidelines. Furthermore, in addition to irrigation of the subject site, relocation of the bike bath and berm within the 100 foot landscape buffer adjacent to Route 47 will require re-establishing the landscaping installed as part of the Preliminary PUD.

Signage

The conceptual site plan includes a monument sign at the southwest corner with requisite plantings shown around its base and the conceptual building elevations reflect prototypical wall signage above each tenant storefront along the front (west), Route 47-facing elevation. Details regarding signage including directional and drive-through signs on the site will accompany the formal development application including any requested relief from the requirements.

Lighting

The Preliminary Planned Unit Development for the Rosati's Resubdivision dictates the use of the Utility Granville Series Postlite by Holophane for exterior lighting. The Village's Zoning Code requires parking lot lighting to have an average minimum illumination of two foot-candles and restrict light levels to 0.5 foot-candles at the property lines. Submittal of the lighting fixture cut-sheets and photometric plan meeting the requirements will be provided with the formal application for development of the subject property.

Required Relief

The proposed plans require the following relief:

1. The proposed development necessitates encroachment fifty (50') feet into the 100'-landscape easement established with the Preliminary Planned Unit Development for the Rosati's Resubdivision.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies "*Promote New Business Development, Retention, and Expansion*" as a Strategic Priority, "Attract and Retain Businesses to Enhance Tax Base and Create New Jobs" as a goal, and "Work with commercial property owners to attract additional restaurants and shopping opportunities" as an objective.

Director Nordman reported that the property owner Henry Patel and Larry Farrenkopf from Architects 127 were in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Goldman asked what the anticipated timeline for the start of construction. Mr. Patel stated that, if approved, would like to start construction as soon as possible.

Trustee Leopold noted the curb line at the drive thru and said he was concerned about vehicles that might want to exit the line; Mr. Farrenkopf stated that they can put breaks in the curb line to control movement.

Trustee Kanakaris recommended that they just have one (1) dumpster location instead of two (2); Mr. Farrenkopf agreed.

Trustee Westberg asked about how many vehicles could be stacked in the drive-thru; Mr. Farrenkopf stated approximately 15 vehicles. Trustee Westberg asked if they already had a tenant; Mr. Patel reported that they are currently speaking with a franchise but nothing certain.

There were no other comments or questions.

It was the consensus of the Village Board to refer Huntley Reed LLC to the Plan Commission to begin the formal development review process.

- d) Conceptual Review of a Development Plan for a Mixed-Use Development on ±17 Acres at the Northwest Corner of Route 47 and Mill Street and Referral to the Plan Commission to Conduct a Public Hearing and Authorization to Enter into Negotiations for a Redevelopment Agreement

Mayor Sass reported that Staff will give its presentation, then the petitioner and at that time public comments will be heard from those residents that have signed up to speak.

Village Manager David Johnson reported that SMDMF LLC – 47 is the owner of ±17 acres at the northwest corner of Route 47 and Mill Street consisting of multiple parcels which are currently zoned R-1 and R-2 Single Family Residence District. The property has frontage on Route 47, Mill Street, Lincoln Street, and Main Street. The subject site does not include any of the existing single-family homes located along Lincoln Street or Main Street.

The conceptual plan was last before the Village Board on August 3, 2017, and consisted of four (4) multi-story apartment buildings totaling 170 units, four multi-story commercial/office buildings totaling ±88,054 square feet, and a fire station site. The site also included 748 parking spaces for the overall development. The plan was also presented conceptually to the Plan Commission on August 14, 2017.

Since the August 3rd meeting, the petitioner has met several times with surrounding property owners and Village staff which has resulted in the development plan being revised several times to address comments and concerns. Public and neighborhood meetings held thus far on the project are as follows:

- August 3, 2017 – Concept Review with Village Board
- August 14, 2017 – Concept Review with Plan Commission
- August 30, 2017 – Concept Review with Neighborhood
- November 16, 2017 – Follow-Up Meeting with Neighborhood

As noted, the petitioner held the first neighborhood meeting last August to introduce the project to surrounding residents and to receive feedback. As a result of the neighborhood meeting, the plan was modified to eliminate one apartment building and replace it with 16 townhomes. This resulted in the number of apartments being reduced from 170 to 132. A second neighborhood meeting was held in November to review these changes. Based on additional feedback from the second neighborhood meeting and discussions with Village staff and the Huntley Fire Protection District, the petitioner subsequently removed the fire station site from the plan and replaced it with single family homes.

The following table summarizes the major modifications to the plan since it was presented to the Village Board in August 2017:

Type of Development	August 2017	April 2018
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Multi-Family Apartment Buildings; Units	4; 170	3; 132
Townhome Buildings; Units	0	4; 16
Single-Family Homes	0	8
Fire Station	1	0
Commercial /Office Buildings	4; ± 88,000 s.f.	4; ± 76,000 s.f.

In addition, significant review time has been spent on stormwater management and parking for the project.

Staff Analysis

The Downtown Revitalization Plan, adopted by the Village Board in 2010, included a land use plan for the subject site. The plan recommended corridor commercial along Route 47, multi-family within the interior of the site and single-family residential along Lincoln Street. An excerpt from the Downtown Revitalization Plan is provided as an attachment to this report. The plan’s recommendations for the site were reviewed again in 2016.

Required Approvals

The proposed plan will require the following review and approval by the Plan Commission and Village Board:

1. Preliminary Plat of Subdivision
2. Map Amendment to rezone the property from R-1 and R-2 to B-2, R-5 and R-2
3. Preliminary Planned Unit Development
4. Special Use Permits for Restaurants in the B-2 zoning district and Multiple Family Dwellings (exceeding 21 units)

Should the Village Board approve the above actions, the petitioner will be required to submit a development application for Final Plat of Subdivision and Final Planned Unit Development for each phase.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, “Continue Downtown Revitalization Efforts” as a goal, and “Redevelop the ±17-acre former school site at Route 47 and Mill Street” as an objective.

Financial Impact

The subject site is located within the Village’s Downtown TIF District. Staff is seeking authorization to enter into negotiations for a Redevelopment Agreement with the petitioner to further identify the potential financial impacts of the project.

Mayor Sass invited the property’s owner, Mike Skala, to the podium to make his presentation.

Mr. Skala reported that they have made many changes in response to the neighbors and staff and he believes it has become a much better product. Mr. Skala stated that he wants the Village to be proud of this development as a complement to the downtown region improvements. Mr. Skala stated that the downtown is a vital part of the Village and his plan is to bring higher-end products in apartments, retail and single-family and townhomes.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Goldman suggested that they add two (2) electric charging stations for automobiles as it makes sense with the green space.

PUBLIC COMMENTS:

Kurt Blanken, 11680 Woodcreek, stated that he has lived in Huntley since 1990 and that he has a problem with the location of the development and is concerned about the groundwater and the environmental impact of the development. Mr. Blanken stated that the Village should purchase the land and keep it for Huntley Fall Fest and July 4th Fireworks parking. Mr. Blanken stated that the property should stay open forever. Mr. Blanken stated that they are trying to put two (2) gallons in a quart jar.

Russ Wilson, 10819 Bonnie Brae, stated that he has lived in Huntley since 1986 and he cares about the community. Mr. Wilson stated that he has requested a copy of the traffic study but has never seen it. Mr. Wilson stated that it's difficult to get on to Main Street from Bonnie Brae and he believes the traffic study will show that the development will cause total gridlock. Mr. Wilson stated that the State will not allow another traffic light on Route 47 and the development will stop traffic. Mr. Wilson stated that 132 apartments will require 778 parking spots (with 160 indoor); the plan calls for eight (8) houses to be built across from four (4) houses and it will not enhance the quality of life, is about making money.

Betty Zirk, 11202 Lincoln, stated that her concern is that her property is adjacent to the property where four (4) 3-bedroom townhomes will be built meaning more children. She stated that she would like the developer to put up a fence so that people/children won't cut through her property.

Al Wiesneth, 11208 Sunset Lane, stated that his comments were already covered.

Jeff Peterson, 11306 Sunset Lane, stated that he was a life-long resident and that he understands that there has to be development but the proposal has too much density. Mr. Peterson also stated that this could be a 6-year project and is concerned if the economy tanks and stated that he does not want another Tyvek Tower like in Algonquin. Mr. Peterson stated that he wants a less dense project and the developer should be required to shorten the building completion time.

Denise Blanken, 11680 Woodcreek, stated that Kurt Blanken stated her concerns.

Mayor Sass asked Mr. Skala if he would like to make a statement.

Mr. Skala stated that he and his wife have lived here since 1989 and that he has a passion for the community and is trying to put something on the property that matches the Village's Comprehensive Plan and vision. Mr. Skala stated that he believes that based on community and staff feedback it is a better project. Mr. Skala stated that they have agreed to put up a fence along Betty Zirk's and the other adjacent properties to not allow bikes or pedestrians through those properties.

Mr. Skala stated that as far as the groundwater and water recharging, they are spending millions of dollars more to try to have as much water recharged back into the system and that's the whole reason for the paver bricks, the underground water storage versus a pond draining down into the system with all these things will help replenish the recharge system for our aquifers. Mr. Skala stated that water is very important to him, his children and his children's children.

Mayor Sass asked if the Village Board had additional comments or questions.

Trustee Westberg asked when renderings of such items as trash enclosures, etc. will be reviewed. Mr. Skala stated that those will be included the next time before the Village Board. Trustee Westberg stated that he thinks the project is a bit dense and may look too much like the city but stated that he hopes the petitioner will keep listening and modifying the project.

Trustee Leopold stated that he appreciates the public's comments and concerns and stated that the Village Board will do its due diligence when reviewing the proposal.

Trustee Goldman asked if there was a traffic study. Mr. Skala stated that there was a traffic study and Village Manager Johnson stated that it is at the concept level review.

There were no other comments or questions.

It was the consensus of the Village Board to refer the development plan proposed by SMDMF LLC – 47 to the Plan Commission to Conduct a Public Hearing, and Authorization to Enter into Negotiations for a Redevelopment Agreement.

From his place in the audience, Mr. Russ Wilson asked that a traffic study be done when school is in session.

- e) Consideration – A Resolution Approving a Proposal from William Ruth Landscape for the Southwest Corner of Route 47 and Main Street and Waiving Competitive Bidding

Village Manager David Johnson reported that the 2010 Downtown Revitalization Plan identified streetscape improvements for the vacant property at the southwest corner of IL Route 47 and Main Street. An aerial exhibit, street view exhibit, and a Plat of Survey of the subject property are attached. The Plat of Survey shows the existing fence, north of the existing garage, is located on Village property. For consistency purposes and because of successful implementation and maintenance at the other three corners of this intersection, Staff collaborated with William Ruth Landscaping to prepare the attached renderings and cost estimates for three (3) potential landscaping options. All three options include various arrangements of plantings as follows: An assortment of trees including shade, ornamental and evergreen; an assortment of bushes and seasonal flowers; boulders, outcrop stones and mulch; excavation and topsoil; and maintenance services for the 2018 season.

Staff Analysis

In addition to the plantings, a summary of the appurtenances associated with each option is as follows:

Option No. 1: Installation of electric for an outlet; a yard hydrant for watering (to be installed by Public Works). Total Cost = \$41,287.00

Option No. 2: (Same as Option No.1 without the Sign): 200 linear feet of 6-foot tall simulated stone/eco stone fence along the western property line finishing with 40 linear feet of 4.5-foot tall ornamental aluminum fencing along the driveway; Retaining wall on western property line south of garage for a level fence installation; Installation of electric for an outlet; a yard hydrant for watering (to be installed by Public Works). Total Cost = \$58,545.00

Option No. 3: 200 linear feet of 6-foot tall simulated stone/eco stone fence along the western property

line finishing with 40 linear feet of 4.5-foot tall ornamental aluminum fencing along the driveway; Retaining wall on western property line south of garage for a level fence installation; Layout, excavation, foundation and brick pillar/wall sign; Installation of electric for an outlet and five (5) low voltage lights; a yard hydrant for watering (to be installed by Public Works). Total Cost = \$92,379.00

Option No. 1 would take six weeks to complete and Options No. 2 or 3 would take four weeks to complete upon approval. The work is expected to begin 10-15 days after Village Board approval.

Staff has reviewed all three options and is seeking direction from the Village Board as to the preferred option. The ornamental aluminum fencing is the same as that used on the northwest corner of Rt. 47 and Main Street. If the simulated stone/eco fencing is to be included, Staff is seeking direction on the pattern: either simulated stone or simulated wood grain.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Continue Downtown Revitalization Efforts* as a goal, and “Approve and implement beautification plans for the northeast and southwest corners of Route 47 and Main Street” as an objective.

Financial Impact

The FY 2018 budget includes \$75,000 in the Downtown TIF District No. 2 Fund, line item 16-10-4-6900 for this project. If Option 1 is selected, a budget amendment in the amount of \$20,000 would be required.

A motion by the Village Board to Approve a Resolution Approving a Proposal with an Option from William Ruth Landscape for the Southwest Corner of Route 47 and Main Street and Waiving Competitive Bidding:

Option No. 1: \$41,287.00

Option No. 2: \$58,545.00

Option No. 3: \$92,379.00 (requires a budget amendment in the amount of \$20,000)

Village Manager Johnson also reported that it was suggested to add a row of 10-foot tall Arborvitae along the adjacent property instead of the wall. The cost would be the same as Option 2.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that 10-foot tall Arborvitae would not be necessary and suggested the planting height of 5-6 feet and allow them to grow. Trustee Leopold stated that plantings would break up the look. Trustee Leopold also suggested that if not a “wall” of Arborvitae then mix it up with Silver Vertical Junipers. Trustee Leopold stated that he would prefer plantings and not a solid fence. He also stated that he does not see the need for additional signage at the corner.

Mayor Sass stated that he would prefer a fence.

Trustee Goldman stated that she agreed with the Mayor and would prefer a fence stating that the Arborvitae is subject to weather issues and maintenance. Trustee Goldman stated that she would like the stone look fence.

Trustee Kanakaris asked what the proposed fence height would be; Mr. Ruth stated that it would be a 6-foot tall fence with a berm in front of it.

Trustee Hoeft stated that he would prefer a fence, Option 2.

Trustee Piwko stated that he would prefer a fence, Option 2, as it requires no maintenance and will keep out the noise.

Trustee Westberg stated that he would like the berm and trees as it looks more natural, Option 2A.

Trustee Kanakaris stated he liked Option 2A.

Trustee Leopold stated that the Arborvitae will block the view of the neighboring property. Trustee Leopold asked Mr. Ruth what he thought of the difference between a fence and hedge. Mr. Ruth stated that the Arborvitae make a hedge screen, they grow fast and require maintenance. Mr. Ruth stated that if the Board decides on Arborvitae that he would like to split things up and not plant them in a straight line. He also stated that they will need to be topped at 10 feet. Mr. Ruth stated that he would have no problem planting Arborvitae.

Trustee Hoeft asked how much maintenance the fence would require; Mr. Ruth stated no maintenance is required with a fence. Trustee Hoeft stated that plantings with a fence will be a good block.

Trustee Kanakaris stated that he could not visualize the property with a fence but noted that if a fence is installed that he would like it to be a decorative fence.

Mayor Sass stated that he would favor a fence.

A MOTION was made to approve a Proposal from William Ruth Landscape for the Southwest Corner of Route 47 and Main Street and Waiving Competitive Bidding and Choosing Option 2 using a wood-look type fence.

MOTION: Trustee Goldman

SECOND: Trustee Piwko

AYES: Trustees: Goldman, Hoeft, Piwko and Mayor Sass

NAYES: Trustees: Kanakaris, Leopold and Westberg

ABSENT: None

The motion carried: 4-3-0

- f) Consideration – Approval of the Village of Huntley 2018 Street Improvement Program:
 - i. Approval of a Resolution to Appropriate \$750,000 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2018 Street Improvement Program
 - ii. Approval of a Resolution to Execute a Construction Contract with Arrow Road Construction Company for the 2018 Street Improvement Program

Village Manager David Johnson reported that on April 12, 2018 the Village received bids from seven (7) contractors for the 2018 Street Improvement Program that will consist of the grind and overlay of the following streets:

<u>Street</u>	<u>Limits</u>	<u>Length (ft.)</u>
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Huntley Meadows	Entire Subdivision	10,534	Grind & Overlay
Main Street	Haligus to East Terminus	<u>1,290</u>	<u>Grind & Overlay</u>
	Total =	11,824 ft. (2.24 miles)	

The project also includes an Option #1 bid item for an 8-foot wide multi-use bituminous asphalt path 1,200 feet in length, on the south side of Main Street right-of-way between Haligus Road and Central Park Boulevard. The location of work is generally identified in the attached exhibit.

The rehabilitation will generally consist of spot concrete curb and gutter removal and replacement, ADA curb ramp upgrades; spot concrete sidewalk and driveway apron replacements, Class D HMA patching, base repair and 1-1/2" HMA resurfacing.

In terms of the driveway apron repairs, 2-inches of heaving/settlement are the criteria used to warrant replacement, consistent with past practice. Based on field measurements, nine (9) driveway aprons were identified for replacement at a cost of \$14,175.00. There are an additional 18 driveway aprons with settlement/heaving below 2-inches to 1.5-inches and an additional 66 driveway aprons with settlement/heaving down to 1-inch. A heaving/settlement concrete driveway apron evaluation and cost analysis table is included for review. Also consistent with past practice, concrete spalling alone does not meet the criteria to warrant replacement of a driveway apron. Field observations identified a total of 77 driveway aprons with major to moderate spalling and an additional 141 driveway aprons with minor spalling. A spalling concrete driveway apron evaluation and cost analysis table is also included for review. For property owners wishing to address concrete aprons not meeting the criteria for replacement, staff proposes that the Village offer the 50/50 Program that would provide a 50% cost share up to a maximum of \$500.00, again consistent with past practice. The Village has \$25,000 budgeted in the 50/50 Program.

Arrow Road Construction Company was the lowest responsible bidder in the amount of \$636,443.75 for the Base Bid and \$710,886.50 for the Option #1 Bid, an increase of \$74,442.75 over the Base Bid. Work is anticipated to begin on June 11, 2018, with the project completion date of August 3, 2018. The bid results are summarized in the bid tabulation summary table.

Bid Tabulation Summary:

COMPANY	BASE BID	OPTION #1 BID
<i>Engineer's Estimate</i>	\$676,088.44	\$732,383.19
ARROW ROAD CONSTRUCTION CO.	\$636,443.75	\$710,886.50
PLOTE CONSTRUCTION, INC.	\$674,246.39	\$757,920.59
GESKE & SONS, INC.	\$685,546.74	\$751,445.17
J.A. JOHNSON PAVING CO.	\$706,640.83	\$796,394.38
SCHROEDER ASPHALT SERVICES, INC.	\$708,929.89	\$829,104.44
BROTHERS ASPHALT PAVING, INC.	\$744,752.81	\$825,430.19
LORIG CONSTRUCTION CO.	\$746,437.69	\$829,673.69

Staff Analysis

It is recommended that either the Base Bid in the amount of \$636,443.75 or the Option #1 Bid in the amount of \$710,886.50 from Arrow Road Construction Company bid be approved by the Village Board

contingent upon IDOT approval of the Motor Fuel Tax (MFT) resolution for the appropriation of funds. The IDOT MFT appropriation is a procedural requirement for the use of MFT funds. By appropriating \$750,000 in MFT funds, any potential Board-approved change orders would be covered by the resolution and does not necessarily imply that the appropriated amount will be expended.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Sound Financial Management and Fiscal Sustainability* as a Strategic Priority, and “enhance asset management program to sustain level of service at economical life cycle cost” as an objective.

Financial Impact

The FY2018 Budget includes \$589,000 in the MFT Fund line item 42-05-3-6750 for the 2018 Street Improvement Program. A budget amendment to approve the increased expenditure will be required.

Mayor Sass suggested painting a Bike Path lane onto the street.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Hoeft stated that he would support accepting the Base Bid only and not Option #1 Bid as no one will use the path.

Trustee Leopold stated that he would support accepting the Base Bid only as there is a sidewalk on the other side of Main Street and the project is already over budget.

Trustee Westberg stated that he agrees with both Trustees Hoeft and Leopold; and stated that he would support painting a bike path lane.

Mayor Sass stated that Main Street east of Haligus is very wide and painting a wide stripe along the curb will highlight where people can walk.

Trustee Piwko stated that painting a stripe on the street offers no protection and that the sidewalk on the north side of the street is narrow. Trustee Piwko stated that painting a line on the street is an insult to the residents in that area.

There were no other comments or questions.

A MOTION was made to:

- i. Approve a Resolution to appropriate \$750,000 in Motor Fuel Tax Funds for Contract Construction for the 2018 Street Improvement Program; and**
- ii. Approve a Resolution Executing the Construction Contract with the lowest responsible bidder, Arrow Road Construction Company, in the amount of \$636,443.75 for the Base Bid for the 2018 Street Improvement Program**

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYES: None

ABSENT: None

The motion carried: 6-0-0

- g) Consideration – A Resolution Authorizing Acceptance of a Proposal from Layne Christensen Company for the Emergency Repair Services of the Well No. 7 Pumping Assembly

Director of Public Works and Engineering Timothy Farrell reported that recent measurements at Well No. 7 indicate that the flow output of the well is steadily declining. The normal operating production of this well is approximately 850 GPM. As of this month, the flow rate from Well No. 7 has declined to below 550 GPM equating to a 35% reduction in flow capacity. The attached table and chart document the flow recordings. Staff has been monitoring the condition to identify any possible anomalies with the aquifer or the pumping equipment. Aquifer water levels appear to be consistent with historical levels and the submersible motor is not drawing additional amps and appears to be operating as expected. Staff consulted with Layne Christensen Company (Layne) for expertise on the situation. Based on the available information, preliminary indications are that there is a hole in the column pipe allowing the pumped water to recirculate back into the well. The week of April 9, the Village received complaints of cloudy water from air entrainment likely from a hole in the pipe. The well has been placed on standby with very limited use. While the evidence suggests a hole in the column pipe, it cannot be confirmed until the pumping assembly is pulled for inspection. The inspection report from when Well No. 7 was last serviced in 2016 revealed no issues with the column pipe and there would have been no way to predict an imminent hole at that time.

Staff Analysis

Layne has been drilling and servicing Village wells and pumps for over 20 years and because of their unique expertise of the Byron-Jackson pumping equipment, is a sole vendor for all five well pumps currently installed at all Village facilities. The Village Board approved the 2018 General Services Agreement with Layne that provides for a discount on labor rates and authorized the preventative maintenance for Well No. 9 on January 11, 2018. The Well No. 9 preventative maintenance is scheduled to be complete at the end of April. Layne has submitted a proposal for the Well No. 7 emergency repairs. If in fact the issue is a hole in the column, it is estimated that the work would cost approximately \$75,000 to \$80,000.00. Upon Village authorization, Layne will mobilize to Well No. 7 to perform the emergency repair services. The General Services Agreement would be applicable to this repair service.

Financial Impact

A budget amendment in the amount of \$80,000.00 in the Water Equipment Replacement Fund, 21-10-4-7725, is required for this work. If, after inspection of the equipment, there are additional issues beyond the column pipe repair to be addressed, staff will present those to the Village Board for additional authorization and approval of the required budget amendment.

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

A MOTION was made to approve a Resolution Authorizing Acceptance of a Proposal from Layne Christensen Company for the Emergency Repair Services of Well No. 7 Pumping Assembly.

MOTION: Trustee Leopold

SECOND: Trustee Hoeft

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYES: None

ABSENT: None

The motion carried: 6-0-0

- h) Consideration – A Resolution Authorizing the Bid Award to Superior Tank Company Inc. for Water Tower #4 Pressure Wash and Repair Paint

Director of Public Works and Engineering Timothy Farrell reported that on April 6, 2018 sealed bids were opened and read aloud for the Water Tower #4 Pressure Wash and Repair Paint project. The Bid results are summarized as follows:

<i>Estimate</i>	\$30,000.00
Superior Tank Company, Inc., Madisonville, KY	\$28,900.00
BP & T Company, Mount Prospect, IL	\$43,800.00
Horizon Brothers Painting, Howell, MI	\$206,600.00

Staff Analysis

The bids have been reviewed and evaluated by staff. Reference checks for professional qualifications were performed by staff as well. Based on the bid review evaluation, it was determined that the lowest bidder, Superior Tank Company, meets all requirements of the contract documents. Staff recommends that the bid for the Water Tower #4 Pressure Wash and Repair Paint project be awarded to the lowest responsible bidder, Superior Tank Company, in the amount of \$28,900.00.

Financial Impact

The Fiscal Year 2018 budget includes \$35,000 for this project in the Water Equipment Replacement Fund 21-10-4-7727.

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

A MOTION was made to approve a Resolution Authorizing the Bid Award to Superior Tank Company, for the Water Tower #4 Pressure Wash and Repair Paint project in the amount of \$28,900.00.

MOTION: Trustee Westberg

SECOND: Trustee Leopold

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYES: None

ABSENT: None

The motion carried: 6-0-0

- i) Consideration – Approval of Payout Request No. 5 in the Amount of \$545,130.00 to Independent Mechanical Industries, Inc. for Wastewater Treatment Facilities Upgrades Project

Mayor Sass reported that on September 14, 2017 the Village Board of Trustees awarded a contract for the Wastewater Treatment Facilities Upgrades project to Independent Mechanical Industries, Inc. (IMI). The contract amount was \$2,940,000.00. IMI started working on November 13, 2017 and has submitted the fifth payout request for the project for work completed through March 31, 2018. Village staff and the Village's project engineer, EEI, has reviewed the request and all is in order for Village Board consideration.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$65,000.00	\$6,500.00	\$0.00	\$58,500.00
#2	\$115,000.00	\$11,500.00	\$58,500.00	\$45,000.00
#3	\$225,500.00	\$22,550.00	\$103,500.00	\$99,450.00
#4	\$802,250.00	\$80,225.00	\$202,950.00	\$519,075.00
#5	\$1,407,950.00	\$140,795.00	\$722,025.00	\$545,130.00

Financial Impact

The FY2017 Budget included partial funding for the Wastewater Treatment Facility Upgrades in the amount of \$1,226,250.00 in the Sewer Capital Fund, 30-90-4-7500. The project carried over into FY2018. The project is funded by a \$3,000,000 debt issuance that was approved by the Village Board on August 24th.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold noted that the expenditures are still less than the \$3 million anticipated; Director Farrell stated that it is considerably less.

There were no other comments or questions.

A MOTION was made to approve Payout Request No. 5 in the amount of \$545,130.00 to Independent Mechanical Industries, Inc. for the Wastewater Treatment Facilities Upgrades project.

- MOTION: Trustee Hoeft**
- SECOND: Trustee Kanakaris**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYES: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- j) Consideration – A Resolution Approving the Purchase of Bulk Fuel from Blu Petroleum and Waiving Competitive Bidding

Director of Public Works and Engineering Timothy Farrell reported that the Village Board approved a fuel delivery contract with Blu Petroleum on March 24, 2016. The terms of the contract required Blu Petroleum to remove the existing aging gasoline and diesel fuel supply equipment located at the Public Works Facility and replace with new equipment including tanks, monitors, pumps, meters, hoses, nozzles, etc. The removal and installation of new equipment was completed in the spring of 2016 and has been in use since that time. The Blu Petroleum equipment has a value of nearly \$24,000 and is provided to the Village at no cost as long as the Village purchases gasoline and diesel fuel from Blu Petroleum.

Staff Analysis

Blu Petroleum Fuel price is determined as follows:

87 Gasoline = Daily Rack + \$0.25; Diesel = Daily Rack + \$0.28

*pricing includes ValvTect premium additive

**Blu does not charge any additional delivery fees

Daily Rack is usually set once per day and includes the cost of the fuel itself, as well as transportation, overhead, and profit costs. The price can vary from terminal to terminal and depends on the cost of crude oil and related refining costs. Blu Petroleum's service also includes the fuel system accounting.

In 2107, total usage for all Village departments was 57,487.40 gallons. In addition, the Huntley Fire Protection District also utilizes the Village fueling system and was billed for an additional 20,806.20 gallons of fuel for 2017.

Financial Impact

The FY2018 budget includes \$150,300 for fuel purchases in all departments.

Legal Analysis

The Village Attorney has reviewed.

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

A MOTION was made to approve a Resolution Approving the Purchase of Bulk Fuel from Blu Petroleum and Waiving Competitive Bidding.

MOTION: Trustee Hoeft

SECOND: Trustee Goldman

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYES: None

ABSENT: None

The motion carried: 6-0-0

- k) Consideration – A Resolution Authorizing Acceptance of a Proposal from C. Acitelli Heating & Piping Contractors, Inc. for Municipal Center HVAC Controller Upgrades as Sole Vendor

Director of Public Works and Engineering Timothy Farrell reported that the Municipal Center (MC) heating, ventilating and air conditioning (HVAC) system is currently controlled by two (2) Tridium/Jace 403 controllers that were originally installed in 2006. One controller operates the Police Department wing and one controller operates the Village Hall wing. The controllers connect multiple diverse devices and sub-systems providing integrated control, supervision, data logging, alarming, scheduling and network management to a standard Web browser allowing remote monitoring and management of the HVAC system. Examples of the operating screens of the MC's HVAC system accessed by computer stations are attached for reference.

Staff Analysis

C. Acitelli Heating & Piping Contractors, Inc. (Acitelli) originally installed the HVAC system at the MC in 2006 and owns the proprietary software program for the system and is considered a sole vendor. Acitelli has provided satisfactory performance since that time. System rights and familiarity along with quality of workmanship are considerations for waiver of competitive bidding for a specialized system such as HVAC control systems.

The controllers that operate the HVAC system have been operating for approximately twelve years. Due to the prolonged years of service, these controllers are showing signs of fatigue and are becoming prone to failures. The existing models have been discontinued and server platform support is becoming a challenge. Upgrading both controllers with Distech Controls' new model EC-BOS-8 Web Building Controller is the most cost-effective and efficient option. The upgrade will include an 18-month software maintenance plan.

Financial Impact

The FY2018 Budget includes funding of \$23,000 for this project in the Municipal Building Fund Line Item 05-10-4-7600. Acitelli's proposal is in the amount of \$22,946.80.

Legal Analysis

The Village Attorney has reviewed this item.

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

A MOTION was made to approve a Resolution Authorizing Acceptance of a Proposal from C. Acitelli Heating & Piping Contractors, Inc. for Municipal Center HVAC Controller Upgrades as Sole Vendor.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYES: None

ABSENT: None

The motion carried: 6-0-0

1) Policy Direction Regarding Transition Fees

Village Manager David Johnson reported that Staff has received several inquiries from homebuilders regarding potential interest in new residential development within the Village. As today's residential market is much different than a decade ago, the costs associated with a building permit have a greater impact on the economic feasibility of new construction. Many communities in the Chicago area have reduced various fees associated with building permits as an incentive to re-start residential construction, while builders have focused their activity on smaller infill lots that have not required new infrastructure such as roads and underground utilities. With the completion of the Lions Chase subdivision and the CalAtlantic (now Lennar) pods in Talamore, there are no large-scale residential developments underway in the Village. To remain competitive with other communities and attract new development, the elimination of transition fees collected via the annexation process may be required.

Staff Analysis

Transition fees were originally implemented at a time when the Village, school district, and other taxing bodies were experiencing extraordinary growth. For example, the Village permitted over 1,000 new residential units each year from 2003-2005. The transition fees were needed to help fund operations during the transition period between the time when a new home was occupied and generating students and residents to the time when the full amount of property tax revenue was actually received by the taxing bodies. This period could take up to 18 months. With the changes that have occurred in the housing market over the last decade, the Village, school district, and other taxing bodies have been in a position to absorb new residents and students without experiencing a significant impact on operations. For example, the Village permitted 25 new single-family residential units in 2017 and 0 units through 04.26.18 VB Minutes

March of this year.

Eliminating transition fees would be in follow up to the Village Board's action in October 2017 re-setting land values for impact fees. The ordinance approved reduced the value of an improved acre of land that school and park impact fee formulas are based on from \$226,279 per acre to \$126,000 per acre. The ordinance also eliminated the annual 5% automatic increase. Impact fees as provided for in the Subdivision Ordinance would remain in place for the school district, park district, fire protection district, and library.

Staff has had discussions with representatives from the other taxing bodies regarding the transition fees and the effect on attracting new residential development. Staff informed the representatives that the proposed elimination of the fees would be discussed with the Village Board to determine policy direction. Village Staff is scheduled to appear at the May 3rd School Board meeting to review this topic.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote New Business Development, Retention, and Expansion* as a priority, "Diversify Residential Development Options" as a goal, and "pursue new residential development" as an objective.

Financial Impact

Transition Fee Examples (may vary by annexation agreement):

- Village Transition Fee – \$2,000 or \$3,000 per unit
- School District Transition Fee - \$3,000 or \$5,000 (single-family unit); \$2,000 (townhome unit)
- Fire District Fee - \$185 per unit
- Library District Fee - \$90 or \$120 per unit

Impact Fees are still proposed to be collected, and as an example would equate to the following for a 4-bedroom house:

- School District – \$6,457.13
- Park District – \$4,979.77 (may be less if land provided for parks)
- Fire District – \$500 (flat fee)
- Library District – \$250 (flat fee)

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that originally developers paid willingly but now the Village's infrastructure is in place and we need residential development now so he would support the elimination of transition fees.

All the trustees agreed.

Policy direction was given to eliminate Development Transition Fees.

Village Manager Johnson stated that Staff will make future developers aware of this direction.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Leopold noted the filming of the Outlet Center demolition; Village Manager Johnson reported that the link to the report regarding the national landscape of retail will be sent to the Village Board.

VILLAGE PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

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 8:24 p.m.

MOTION: Trustee Hoeft

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary