

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
June 16, 2010**

I. CALL TO ORDER

Mayor Hanson called the June 16, 2010 Committee of the Whole meeting of the Board of Trustees to order at 7:00 pm in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the Pledge of Allegiance.

III. ROLL CALL

Roll call indicated the following Trustees were present: Poulos, Crosby, Wolczyk and Jozwiak. Also present were Mayor Hanson, Administrator Keim, Attorney Long and Deputy Clerk Folbrick. Absent: Trustees Pierce and Sakas.

Mayor Hanson reported on the recent injuries sustained by Corporal John Peck from Antioch. Trustee Crosby thanked everyone that has contributed and tried to help Corporal Peck and his family. He provided Corporal Peck's history, and updated those present on his current status in Maryland.

IV. APPROVAL OF MINUTES

Trustee Jozwiak moved, seconded by Trustee Crosby, to approve the March 10, 2010 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES: 4: Poulos, Crosby, Wolczyk and Jozwiak.

NO: 0.

ABSENT: 2: Pierce and Sakas.

THE MOTION CARRIED.

V. REGULAR BUSINESS

1. Form based code – Director Nilsen explained that this is the first presentation of the regulating plan. He presented the draft of the form based code, stating that it is made up of several components, and introduced the consultants for the project.

Mr. Mark Angelini of SB Friedman provided an overview of the work done to date, and how it will effect future economic development and set a standard for downtown. He explained that the process is done in concert with RTA, Metra, and Pace, and has included direction from a steering committee, along with preliminary planning and analysis of the downtown. The steering committee also assisted with setting up the framework for the priority sites, and development plans. The Form Based code supports transit oriented development, and extends the Village's mixed-use character.

Mr. Kevin Clark, of The Lakota Group, reviewed the redevelopment plans for the Orchard Plaza and Metra Station sites. The plans for the Orchard Plaza site include a new mixed-use with potential for residential areas, shared parking, new streets that would bisect the large block, and streetscape improvements on Toft Avenue. Redevelopment at the Station area includes better connections to downtown, extension of the Main Street character, new open space, and expanded Metra and Village parking.

Mr. Clark provided an overview of form based codes, stating that they design the zoning of an area, and work as a method of regulating development to achieve a specific urban form. There is less focus on land use in a form-based code, and there is an emphasis on separating uses, rules and formulas. Mr. Clark reviewed the different zoning districts within a form based code, including Village Core (VC), Transitional Core

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(TC), Main Street Transitional (MT), Business Park (BP) Commercial Edge (CE), and open spaces. The overall goal is to enhance and protect the historic character of Antioch.

Mr. Clark discussed the final section of the Form Based Code which defines urban design standards including building design, streetscape, landscape and sustainability.

Mr. Angelini suggested the possible impact on the community and developers, including benefits and potential concerns. He further discussed the cost implications associated with a Form Based Code both to the Village and to developers. He stated that infrastructure improvements may be necessary in the Orchard Plaza site which will create additional costs in the future. Mr. Angelini reviewed the next steps that must be taken in the Form-Based Code process including a series of meetings with staff and potential developers, refine the code, analyze the possible development economics, host public meetings, and present the code to the Planning and Zoning Board.

Trustee Crosby asked what other communities use a form-based code in the area. Director Nilsen replied that Glenview has a form-based code, as well as Evanston.

Trustee Poulos asked for a summary of what could be included in the different zoning areas. Director Nilsen announced that the documents are currently on the Village of Antioch E-Gov website, and outline the different uses allowed in each of the zonings. Trustee Poulos asked Metra representatives if the train may run on the weekends anytime in the near future. Mr. Ryan Richter, Metra representative, stated that the railroad is actually owned by Canadian National, and only allows Metra to use the railways for the North Central Service during the weekdays. Director Nilsen added that he and Trustee Sakas are working with other local Village Officials along the North Central Line to help push for use of the railroad on weekends.

Trustee Jozwiak asked if there were specific businesses intended for the different zones in the Form-Based Code. Director Nilsen replied that they are looking for compatibility of uses, and more transit oriented businesses such as office space and personal uses.

Trustee Wolczyk asked what challenges may be faced combining new zoning with existing zoning, and keeping the distribution even throughout the downtown area. Director Nilsen replied that part of it is proximity, investing in improvements, and connecting all of the areas with conduits for easy transfer from one area to another. Mayor Hanson stated that the Form-Based code will help new and older developments complement each other, and add a protection to help preserve the downtown area.

All trustees agreed with the need for a weekend train service, and urged Metra to begin their process in the implementation of that service.

Trustee Poulos asked staff to review the types of residential areas that will be included in the plan, particularly apartment buildings, and multi-family residential homes.

Director Nilsen announced that a meeting will be held June 29 with staff, consultants, developers and the public in order to gather input. There will be a public hearing scheduled in July before the Planning and Zoning Board, and he anticipates a return to the Village Board in September with the Planning and Zoning Board's recommendation.

2. HR Policies – Director Winegarner introduced the 4 policy revisions provided for discussion, including recruitment, paid holidays, vacation leave, and sick leave, and reviewed the changes to each policy.

Trustee Crosby asked if recruitment could be broadened for positions that do not require specific qualifications or education. Trustees discussed the policy regarding recruitment, and the internal and external posting requirements. Director Winegarner clarified that external postings include internal postings as well.

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Trustees discussed the remaining time off policies. Trustee Crosby asked if the accrued vacation is booked as a liability to the Village. Trustee Poulos stated that the accountants should see that in the audit.

Trustee Poulos expressed the importance of a policy such as the recruitment policy to provide a guideline for a hiring process, and how it will protect the village in the future. Director Winegarner will take comments made by the board on all policies and place the policy revisions on a future agenda.

3. Independence Day Incident Command Presentation – Emergency Management Director Shannon introduced the Incident Action Plan for the 2010 Independence Day Celebration, and the positions that have been delegated for this year's event.

Director Parks provided an overview of the Plan of Events for the Independence Day Celebration, including the assigned incident commanders for each event, as well as others assigned positions throughout the day. He reviewed each event, including the 5K Run for Freedom, Williams Park Programs, the Parade, and Fireworks. The presentation included a site layout, objectives, and a command organizational chart for each event.

Director Shannon reviewed the Major Situation Plan, and the use of a unified command in the case of such event. He recognized staff involved with the creation of the entire Incident Action plan and thanked them for all of their hard work.

4. Suggestion of attorney for incorporation and tax purposes to Senior Council – Administrator Keim discussed the need to go forward with the structure of the finances for the Senior Council, and introduced attorney Erica Heyl, who has had experience with charitable institutions.

Attorney Heyl indicated the associated costs moving forward with the process, and the necessary filing of certain paperwork in order to become a charitable organization. She indicated that the unique situation of the Senior Council provides them with different options in moving forward, and with their classification. She stated that the seniors may have a problem with the public purpose needed to obtain certain classifications.

Administrator Keim related that the intention tonight is to introduce and retain an attorney, not to discuss details or make any decisions regarding the council at this time. There were no objections from those present to retain Attorney Heyl for the Senior Council.

V. OTHER BUSINESS

No report.

V. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:30 p.m.