

VILLAGE OF  
**FRANKFORT**  
EST. 1855

LAND USE AND POLICY COMMITTEE MINUTES  
JANUARY 11, 2017

CALL TO ORDER

Chairman Bob Kennedy called the meeting of the Land Use and Policy Committee to order at 6:00 P.M. on Wednesday, January 11, 2017, at the Village Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Land Use and Policy Committee members present included Mayor Jim Holland, Chairman Bob Kennedy, Trustees Keith Ogle, Mike Stevens, Dick Trevarthan, Village Clerk Adam Borrelli; Stacy Bond, Michael DiMaggio, and Paul Slade. Staff in attendance included Administrator Jerry Ducay, Asst. Administrator Rob Piscia, Police Chief John Burica, Village Attorney Sean Brady, Supt. of Public Works Terry Kestel, Director of Community Development Jeff Cook, Finance Director Jenni Booth, Building Supervisor Adam Nielsen, Community Relations Manager Mary Canino, and Administrative Assistant Theresa Cork. Plan Commission Chair Don Schwarz; residents Mark Adams and Todd Morgan; Frankfort Station reporter Kirsten Onsgard and Daily Southtown reporter Susan Lafferty also were present.

APPROVAL OF MINUTES (December 14, 2016)

Trustee Trevarthan made a motion (#1), seconded by Trustee Stevens, to approve the minutes of the Land Use and Policy Committee of December 14, 2016, as presented. The motion was unanimously approved.

CANADIAN NATIONAL RAILWAY ACTIVE CROSSING SYSTEM LICENSE AGREEMENT – APPROVAL

Chief Burica provided an overview of a letter received from Jim Kvedaras of Canadian National Railway (CN) regarding an enhanced version of the Active Crossing System (ACS), a notification system that allows authorized users with an internet-connected computer to view in real time if grade crossing warning devices are activated. He stated this new technology would be integrated into in-car computers and operate over a wireless network. Chief Burica noted this system would be provided to the Village at no cost through the execution of a License Agreement with CN.

Mayor Holland made a motion (#2), seconded by Trustee Ogle, to forward a recommendation to the Village Board to authorize the execution of a Canadian National License Agreement for access to grade crossing data. The motion was unanimously approved.

## LARAWAY COMMUNICATIONS CENTER INTERGOVERNMENTAL AGREEMENT – APPROVAL

Chief Burica presented the final Intergovernmental Agreement (IGA) and By-Laws for the new dispatch center, Laraway Communications Center (LCC), which will consolidate four area dispatch centers into a new county complex. He highlighted the changes made from the preliminary drafts distributed at the previous committee meeting. He noted the By-Laws required no formal action by the Village and would be approved by the new LCC organization and its board members once finalized. Mayor Holland expressed his appreciation and thanked Trustee Heath and Chief Burica for their efforts and remarkable job as members of the committee assisting in forming the new LCC.

Following a brief discussion, Trustee Stevens made a motion (#3), seconded by Trustee Trevarthan, to forward a recommendation to the Village Board to authorize the execution of the Intergovernmental Agreement with Laraway Communications Center to be used as the Village of Frankfort's Public Safety Answering Point for police dispatch. The motion was unanimously approved.

## IRREVOCABLE CASH DEPOSIT AGREEMENT: BRAVO PAVING – APPROVAL

Supervisor Nielsen presented to the committee an agreement to accept an irrevocable cash deposit of \$135,871.50 to secure site improvements associated with a multi-tenant commercial construction project, located at 9401 W. Laraway Road, in lieu of a letter of credit. Mr. Nielsen noted developer LS Realty, Inc., has elected to post the cash deposit with an option to draw upon the cash deposit up to four (4) times, following Village certification that such improvements have been successfully completed. He also noted the agreement states all improvements shall be completed by December 31, 2017.

Following presentation and brief discussion, Mayor Holland made a motion (#4), seconded by Trustee Trevarthan, to forward a recommendation to the Village Board to approve the Irrevocable Cash Deposit Agreement with LS Realty, Inc. as presented. The motion was unanimously approved.

## DOWNTOWN RESIDENTIAL INCENTIVE FOR PRESERVATION PROGRAM - UPDATE

Director Cook presented a final draft of the "Preservation Zone" program for committee review and approval. Mr. Cook noted this program was introduced at the June 8, 2016 Land Use and Policy meeting as an idea to provide a mechanism by which the Village could formally encourage and recognize efforts that contribute to the preservation of older homes in the historic residential area. He noted a more detailed outline of the program was brought forth at the July 13<sup>th</sup> and September 14<sup>th</sup> LUP meetings, which included an incentive to waive building permit fees for eligible applicants. Mr. Cook mentioned this final draft retains the waiver of permit fees and provides a more detailed outline of the incentives, establishing a three tier recognition system, coincident with the level of improvement.

Following presentation, Mayor Holland made a motion (#5), seconded by Clerk Borrelli, to forward a recommendation to the Village Board to adopt the Preservation Program as presented. The motion was unanimously approved.

#### OTHER BUSINESS

##### *A. Village of Frankfort Wastewater Treatment Plant Consolidation Program - Update*

Administrator Ducay provided a financial update of the Village's Wastewater Treatment Plant Consolidation Program. He presented a spreadsheet outlining the cost incurred to date and the engineers estimate for the work yet to be completed.

Administrator Ducay also provided a brief update relating to chloride. He explained that the State has indicated that chloride monitoring changes are being discussed in conjunction with Frankfort's permit submittals.

#### PUBLIC COMMENTS

##### *A. Term Limit Discussion*

Resident Todd Morgan provided a resolution to the committee requesting a measure imposing term limits be placed on the April 4, 2017 Consolidated Election ballot. Committee members discussed the topic and ultimately determined the discussion was not timely due to the fact that this item would not take effect until 2019. No action was taken following discussion.

#### ADJOURNMENT

Hearing no further business, Trustee Trevarthan made a motion (#6), seconded by Clerk Borrelli, to adjourn the Land Use and Policy Committee meeting of January 11, 2017, at 7:05 PM. The motion was unanimously approved.