

VILLAGE OF
FRANKFORT
EST•1855

LAND USE AND POLICY COMMITTEE MINUTES
JUNE 13, 2018

CALL TO ORDER

Chairman Bob Kennedy called the meeting of the Land Use and Policy Committee to order at 6:30 P.M. on Wednesday, June 13, 2018, 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 Cindy Heath, Keith Ogle, Mike Stevens and Dick Trevarthan, Village Clerk Adam Borrelli; Stacy Bond, Michael DiMaggio, Brian Samuels, Paul Slade, and Marc Steinman. Staff in attendance included Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Finance Director Jenni Booth, and Administrative Assistant Theresa Cork. Member Ilene LeRose was absent.

APPROVAL OF MINUTES (May 9, 2018)

Trustee Heath made a motion (#1), seconded by Trustee Stevens, to approve the Land Use and Policy Committee minutes of May 9, 2018, as presented. The motion was unanimously approved.

FCTV RULES OF OPERATION – APPROVAL

Administrator Piscia reported in 2011, the Village of Frankfort, along with eleven other Will County communities, entered into a ten year cable franchise agreement with Comcast of Illinois VI, LLC (Ordinance 2759), which allowed Comcast to place its lines on Village owned right-of-ways. As part of this agreement, Comcast agreed to provide a Public, Educational and Government (PEG) access channel (FCTV, Channel 6). In Section 8.5 of the agreement, it was stipulated that the Village would be responsible for establishing and enforcing rules for the non-commercial use of the PEG channel. Mr. Piscia then provided a brief history of FCTV and rules governing its operations. He reported the Village of Frankfort currently provides all of the funding for salary and capital costs for FCTV and presented a set of rules outlining the parameters for programming for the current use of FCTV.

Committee members discussed the proposed policy and procedures for use of FCTV, Channel 6. Mayor Holland suggested to amend Section 3.b.ii relating to political programming from 30 days to 60 days prior to an election date.

Following discussion, Trustee Heath made a motion (#2), seconded by Trustee Trevarthan, to forward a recommendation to the Village Board to approve the rules and procedures for FCTV, Channel 6.

SMALL WIRELESS FACILITIES DEPLOYMENT ORDINANCE – APPROVAL

Asst. Administrator Cook advised Governor Rauner signed Senate Bill 1451 (Public Act 100-0585), the Small Wireless Facilities Deployment Act, which sets standards and procedures for the deployment of small wireless facilities throughout the state. He reported the law provides wireless carriers the right to add telecommunication hardware to utility poles, light poles and other structures in the public right-of-way to facilitate new 5G wireless networks. Furthermore, the law provides municipalities the ability to charge rent for the use of the poles/right-of-way. Mr. Cook noted the Act became effective on June 1, 2018 and municipalities have until August 1, 2018 to adopt an ordinance addressing the subject. He presented a model ordinance and master pole agreement prepared by the Illinois Municipal League for consideration by the committee. Mr. Cook noted there are several pending revisions suggested by Village legal counsel and provided a brief overview of the expected revisions.

Committee members discussed the new law at length, including a desire to implement design and concealment standards, concerns for community aesthetics, quantity of devices per pole, the addition of new poles, and questioned what other communities are doing.

Following discussion, it was the consensus of the committee for staff to contact other municipalities to investigate and incorporate best practices prior to bringing the Ordinance to Village Board in July. Mayor Holland made a motion (#3), seconded by Trustee Heath, to forward a recommendation to the Village Board to approve the small wireless facilities deployment ordinance and master pole agreement, subject to final legal review. The motion was unanimously approved.

SALE OF TOWER AGREEMENTS - DISCUSSION

Asst. Administrator Cook reported staff receives frequent requests from companies interested in purchasing the Village's cell tower leases. Under these proposals, a company pays a sizeable one-time fee to the Village in exchange for receipt of future rent payments required by the lease. He discussed current practice and policy in responding to such requests and noted, in light of the Village's efforts to explore different revenue opportunities, asked if the committee desired to adjust the policy or look further into the opportunity.

Committee members discussed the topic and concluded unless an offer reflected a very low discount rate, staff should continue to reject offers to purchase tower lease agreements.

OTHER BUSINESS

None.

PUBLIC COMMENTS

No public comments were addressed to the committee.

ADJOURNMENT

Hearing no further business, Trustee Ogle made a motion (#4), seconded by Trustee Stevens, to adjourn the Land Use and Policy Committee meeting of June 13, 2018, at 7:25 P.M. The motion was unanimously approved.