

**VILLAGE OF NORTH UTICA**  
801 South Clark Street  
North Utica, IL 61373  
Joint Committee of the Whole  
Special Meeting and Planning Commission Meeting  
May 7, 2015

AGENDA

- I. **7:00 p.m.** Call to Order Special Committee of the Whole Meeting and Planning Commission Meeting
- II. Pledge of Allegiance
- III. Roll Call
  - 1.) Village Board
  - 2.) Planning Commission
- IV. Presentations for updating the Comprehensive Plan
  - 1.) 7:00 pm -Teska & Associates
  - 2.) 7:30 pm -Lakota Group
- V. Utica Business Association
  - 1.) Consideration of Community Informational Kiosks
  - 2.) Consideration of Bike Stations along the I & M Canal
- VI. Discussion regarding Comprehensive Plan
- VII. Public Comment
- VIII. Old Business / New Business
- IX. Consideration and Possible Action by the Planning Commission re: Minutes from 3-11-15
- X. Adjournment of Planning Commission
- XI. Executive Session
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
  - 4.) Review of Closed Session Minutes
- XII. Adjournment of Village Board

POSTED 05-04-15

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**MINUTES**

At 7:02 pm the Joint Special Meeting was called to Order by Village President Gloria Alvarado who then led the Pledge of Allegiance. Village Clerk Laurie Gbur took the roll call. Village Board Trustees present at the meeting were Joe Bernardoni, John Schweickert, Kevin Stewart, Ron Pawlak, Matt Jereb and Jim Schrader. Planning Commission Members present were Chairman Tom Guttilla and Members Doug Gift, Dennis Hamilton, Bill Fry, Roy Chapman and Matt Cetwinski. Planning Commission Member Warren Munson was absent.

The Joint meeting was held for the purpose of hearing presentations for updating the Village of North Utica Comprehensive Plan. Requests for Proposals had been sent out to approx. ten companies. Proposals were received from four companies and after reviewing them, the Village Board requested presentations from two; Teska and Associates and The Lakota Group.

7:05 pm – Teska and Associates were introduced. Mr. Mike Hoffman, Vice President introduced his associates as follows: Ms. Terri White from Zeitgeist Consulting - a marketing firm; Mr. Jason Enberg – associate with Teska; Jodi Mariano – Designer with Teska; Mr. Aaron Cigliano – Media Specialist with Teska.

Mr. Hoffman then presented a power point outlining the history and credentials of the company, their experience with over 50 Comprehensive Plans and their basis for the proposal made to the Village of North Utica.

Areas of focus:

Economic Development

- Tourism
- Industry
- Retail Services

Housing

- What types of housing are needed in our areas
- Existing and need for additional parks
- Schools

Transportation

- Trucks
- Pedestrian / Bicycles
- Cars
- Rail
- Interstate Access

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Mr. Enberg then stated that their approach would be a community based plan with collaboration involving the Public. Teska feels that early involvement in a community helps with implementation of a Comprehensive Plan. Surveys completed both online and in hard copy will provide answers, viewpoints and get people talking. It also helps to promote ideas and generate discussion among everyone in the community. A project website would also be established to outline a schedule / calendar of events, a document center and a gallery. Teska would also provide 2 – 3 days of workshop sessions to discuss issues in the community and see what people are looking for as the future of the Village.

Ms. White then stated that capitalizing on the tourism is vital to the growth of the community. She would focus her efforts on marketing reviews of the entire surrounding area including the county. A three person team would come to the Village to do an onsite assessment and then provide those findings along with recommendations to the Village.

Mr. Hoffman then stated that the implementation of the plan is equally as important as creating the plan. Teska likes to build livable communities that offer economic stability and a community consensus about its future.

Member Fry asked if tourism would be an emphasis in the plan and how they would approach the recent mining controversy.

Mr. Hoffman stated that the mining industry can be a good neighbor. There are a lot of mines in Kendall County and they have been able to work with each other and address issues that arise.

Member Fry then stated that there are promises of beautiful lakes after the land is mined, but that doesn't always happen.

Mr. Hoffman then stated that in Crystal Lake there is a beautiful lake that resulted after the mining was finished. The Community is happy with the lake and the mining company followed through and met those goals. It can be done. Tourism and Industry can co-exist in a community.

Chairman Guttilla then asked if there is a time table for the completion of the plan.

Mr. Hoffman stated approx. 6 or 7 months.

Member Gift stated that there were several Public Meetings held after the tornado and although the realignment of Rt. 178 was a controversial issue at that time. The businesses were worried that people wouldn't stop to eat or shop in their establishments, however, the realignment ended up to be a good thing for Utica.

Mr. Hoffman then stated that if you get people in the community involved they will be able to understand things better and implementation shouldn't be as big of a challenge.

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Chairman Guttilla then asked if Teska will start with the current plan and update or start over. Mr. Hoffman stated that while the history and geology wouldn't change, the goals and maps will change. A short survey would be distributed and possibly posted online. Small local events would be attended so that they could talk to people. They would attend meetings held by local organizations and start the process of getting people involved. Assessments are as important in small communities and as are in larger communities.

Chairman Guttilla then asked if the cost of Zeitgeist would be included in the proposal. Mr. Hoffman answered yes; the cost will be approx. \$31,085 - \$38,585.

Trustee Jereb asked who the plan would focus on.

Mr. Hoffman stated that Teska will focus on residents for a livable community and business owners and industry for economic development, not just tourism although Utica's tourism is a very large part of the community already.

At 7:35 pm, with no additional questions from the Board of the Planning Commission, Mayor Alvarado thanked Teska and Associates for coming and said that a decision will be made at a future meeting.

Mr. Chris Miller, representing the Utica Business Association, then spoke to the Board and Planning Commission about their idea to construct informational kiosks for 3 locations in the Village. There would be a main 4 panel kiosk and two satellites that are smaller 2 sided kiosks. Canal Corridor currently has a small one near the I & M Canal and they would be interested in combining their information with the Village instead of maintaining a separate one. The kiosks would contain information on lodging, dining, shopping, maps, hiking trails, fishing, cycling and other services offered in the Village. They would also like to place a bike repair station along the canal. It would contain various small tools to do minor repairs and an air tank. The Ottawa Cycling Club is working with the Utica Business Association as well.

Starved Rock has also stated that they would like the kiosk printed information in their visitors' center. The cost for the construction of 3 kiosks would be approx. \$15,150. Ottawa Cycling would consider making a donation toward the project in the amount of \$500. Utica Business Association would also like the Village Board to consider participating with the use of Hotel / Motel Tax funds. Canal Corridor may also make a donation.

Chairman Guttilla asked how often updates would be done to the kiosk information.

Mr. Miller answered that updates would be done on an annual basis. The information would be behind glass in locking bulletin boards.

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Member Gift stated that the 4 panel larger kiosk should be located near the Memorial on the corner of Mill and Church streets.

Mr. Miller stated that the 4 panel was going to be located near the I & M Canal and the two satellite kiosks would be located at each end of the community; one near the Village Hall and one near the Memorial.

Member Gift stated that the 4 panel would attract a lot of people if it were by the Memorial. He also stated that he was speaking with the owner of Shell and one satellite could possibly be located there as well.

Mayor Alvarado thanked Mr. Miller and the Utica Business Association for their efforts and the Board will consider the locations more closely when looking at the Comprehensive Plan.

At 7:50 pm, The Lakota Group was introduced and began their presentation. Mr. Scott Faris, presented a power point that outlined their company and an overview of the project.

Mr. Faris stated that The Lakota Group began in 1993 and specializes in Streetscape, Landscape, Urban Design, Signage and small town planning. They recently completed a Comprehensive Plan for City of LaSalle.

Mr. Nick Calagerises, Clue Group, Arlington VA, has worked on many comprehensive plans that focused on community involvement, economic development and tourism.

Mr. Jim Ty Lin is a Civil Engineer who specializes in Transportation, flood mitigation, pedestrian and bicycle environment areas.

#### Why The Lakota Group?

- Local and regional planning experience
- Awareness of local issues including sand mining industry and tourism
- Historic preservation based planning

#### Recent Projects Completed:

- Momence, IL, which featured capitalization on the River including waterfront and tourism development.
- LaSalle, IL, which focused on downtown revitalization, the Rt. 6 corridor, tourism development and a plan for older vacant buildings.
- Moline, IL, featured downtown and neighborhood revitalization and green patterns throughout the community to help mitigate the impact of future flooding.
- Chadron, NE, focused on tourism development attracting people to 2 historic forts, new residential area planning and conservation and revitalization of the downtown community and building rehabilitation and business marketing.

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The Lakota Group Approach:

- Provide a planning approach that understands current conditions and future growth
- Planning for the 'Big picture' and tourism and future economic development
- Balance of environmental and scenic qualities of the community
- Marketing and branding of business and local community attractions

Phase 1 would assess the current state of the Village of North Utica over a period of a couple of months. This would include a community 'speak out' session to get the community involved and invested.

Phase 2 would consist of a draft of the final Comprehensive Plan outlining future land use, major planning areas, impact of transportation on the community, parks, open green space planning and economic development.

Phase 3 would consist of layout and implementation of the Comprehensive Plan. The cost for such would be \$44,631 and it would take until the end of 2015 to complete.

Member Gift asked if they had any ideas for funding.

Mr. Calagerises answered that there are levels of funding ranging from private to government to community based funding.

Chairman Guttilla asked if they had ideas to address the empty block on Mill St. that was impacted by the tornado in 2004.

Mr. Faris answered that The Lakota Group has an approach of 'reality based planning'. The community has to be involved but they also want to see a return on their investment in planning for the future. There are 1 year, 3 year and 5 year initiatives set forth in the Comprehensive Plan. Lakota wants to provide a plan that the Village can actually implement and utilize, not just something that sits on a shelf for another 10 years.

Member Gift asked if they would have any conflict since they worked on the LaSalle Comprehensive Plan.

Mr. Faris stated that the communities should all work together as a region even though they have individual needs and goals. The plan needs broad conversation to succeed.

At 8:30 pm, with no additional comments from the Village Board or Planning Commission, Mayor Alvarado thanked The Lakota Group for coming to make a presentation and outline their approach to the plan.

Public Comment: NONE

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Old / New Business: NONE

Planning Commission Minutes: It was motioned by Member Gift, seconded by Member Hamilton to approve the Minutes from the 3-11-15 Planning Commission meeting.

All in favor

Motion Carried

With no additional business, it was motioned by Planning Commission Member Fry, seconded by Member Chapman to adjourn their meeting at 8:37 pm.

All in favor

Motion Carried

At 8:38 pm, it was then motioned by Trustee Schweickert, seconded by Trustee Bernardoni to enter into Executive Session for the purpose of:

- 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
- 2.) Pending Litigation
- 3.) Purchase/Sale/Lease of Real Property
- 4.) Review of Closed Session Minutes

All in Favor

Motion Carried

At 9:30 pm, it was motioned by Trustee Schrader, seconded by Trustee Schweickert to reconvene the meeting.

All in favor

Motion Carried

At 9:30 pm, with no additional business, it was motioned by Trustee Pawlak, seconded by Trustee Bernardoni to adjourn the meeting.

All in favor

Motion Carried

The next Planning Commission will be held at 7:00 pm on Thursday, June 4, 2015. This meeting will be to further discuss the Comprehensive Plan and the item regarding kiosks and possible locations for such. The Village Board will be invited to attend.

Respectfully submitted,

Laurie A. Gbur  
Village Clerk  
Village of North Utica