

VILLAGE OF NORTH UTICA

801 South Clark Street
North Utica, IL 61373

Meeting of the Planning Commission
June 4, 2015 at 7:00 p.m.

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consideration of Approval of Minutes from 5-07-15
- V. Discussion regarding updating the Village Comprehensive Plan
- VI. Possible Recommendations regarding the selection of a company to update the Village Comprehensive Plan
- VII. Discussion regarding Utica Business Association's plans to construct and place Information Kiosks and Bicycle Repair Stations throughout the Village
- VIII. Possible Recommendations regarding Information Kiosks and Bicycle Repair Stations being placed throughout the Village
- IX. Public Comment
- X. Old / New Business
- XI. Adjournment

Posted 6-1-15

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MINUTES

At 7:02 pm the Planning Commission meeting was called to Order by Chairman Tom Guttilla who then led the Pledge of Allegiance. Present at the meeting were Chairman Guttilla, Village Clerk Laurie Gbur and Planning Commission Members Doug Gift, Dennis Hamilton, Bill Fry, Roy Chapman and Matt Cetwinski. Member Warren Munson was absent from the meeting. The entire Village Board and Mayor attended the meeting in the audience.

Minutes: It was motioned by Member Fry, seconded by Member Chapman to approve the Minutes from the 5-7-15 Joint Committee of the Whole and Planning Commission Meeting.

All in Favor

Motion Carried

Discussion was then held regarding the May 7, 2015 presentations by Teska and Associates and The Lakota Group regarding updating the Village Comprehensive Plan.

Member Gift began by saying that he thought both companies did a very good job in presenting their proposals and the aspects of their approach. Either one of them would do a great job for the Village. One of the companies (Lakota Group) is familiar with the area because they recently updated the Comprehensive Plan for the City of LaSalle however the other company (Teska) seems very experienced as well.

Member Fry stated that it would be an advantage to utilize Lakota Group since they had already researched and did a plan in the area.

Member Cetwinski stated that in his opinion the representatives from Teska seemed to fit well with our area.

Member Gift agreed and stated that either one would do a great job.

Teska did the Comprehensive Plan for Morris and Lakota Group did the plan for LaSalle. Member Chapman asked if anyone had spoken to people in either Morris or LaSalle about their thoughts about working with either of the companies.

Chairman Guttilla stated that he had heard from people in LaSalle that they were very happy with Lakota Group.

Member Fry stated that he liked the presentations from both companies but feels that Lakota Group did a great job for LaSalle and that would benefit Utica.

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Member Chapman asked if there would be a Contract in place.

Clerk Gbur answered that a Contract would be in place between the company and the Village of North Utica. Once the Village Board approves a company, the Mayor is then authorized to execute a Contract on behalf of the Village.

Mayor Jereb, seated in the audience, stated that a Contract would include timelines, deliverables and a schedule.

Member Gift stated that both of the companies were ready to begin and would be finished at about the same time at the end of the year.

Chairman Guttilla then asked for feedback from all of the Members.

Member Cetwinski stated that he liked the approach of Teska. We need to make sure that we have a company that will help us to execute a plan after it is completed. We need to work with a company that will help us seek funding for projects.

Member Gift stated that Lakota may need to delegate a team.

Chairman Guttilla stated that the President of Lakota Group was an impressive speaker while Teska presented a more detailed plan. He also felt that the information provided was somewhat based on information that they had provided to LaSalle; as noted on Pg. 16 of their proposal where it stated 'LaSalle in 2030'.

Chairman Guttilla also stated that both proposals seemed to include similar phases.

Member Gift asked if the Motion made by the Planning Commission should be a recommendation that the Village Board make the decision as either company is well qualified.

Chairman Guttilla suggested they go over some of the differences between the groups.

Lakota Group

Approx. \$44,000

LaSalle Comp. Plan Completed

Not local to our area

Teska & Associates

Approx. \$39,000 (Includes Destination Assessment)

Morris Comp. Plan Completed

Local to our area

Member Fry then stated that a long range plan requires implementation. The Planning Commission agreed.

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Chairman Guttilla then asked everyone to state their preference between the two companies.

Member Gift – Lakota, but either would be fine.

Member Hamilton – Lakota; Why is Teska charging an additional \$7,000 for a destination when Utica is the ‘Destination’?

Member Fry – Lakota Group would do a great job for us.

Member Chapman – no preference

Member Cetwinski – Teska; They seemed to fit with Utica the best, they are very personal and the cost was less.

Chairman Guttilla - Teska

Both companies were found to be qualified and the Planning Commission would work with either, but the majority seemed to favor Lakota Group. It was motioned by Member Fry, seconded by Member Cetwinski to recommend to the Village Board to hire Lakota Group.

5 Yes

Motion Carried

Discussion was then held about the Utica Business Association’s plan to construct and install kiosks and a bicycle repair station in select locations throughout the Village.

Utica Business Association President, Chris Miller, spoke about the kiosks and bicycle repair stations. The cartographer is currently working on several options for the maps that will be placed inside the kiosks. There will also be information that consists of multiple categories and sub categories of businesses. Events will be included as well, possibly for an entire year at a time. Canal Corridor is also willing to consolidate their sign and help to defray the cost.

Member Gift asked where the kiosks will be located.

Mr. Miller stated that a 4 / 5 panel kiosk will be located by the canal and there will be two additional satellite kiosks. One may be located south of the Village Hall and one in the downtown area.

Chairman Guttilla asked about the cost. Mr. Miller stated that the approx. cost would be \$15,150.

The cost will be determined by materials used to construct the kiosks; red cedar, Hardi Board and other materials were discussed.

Member Gift said that he thinks kiosks are a great idea for the Village. Tourism facilities have specific hours while kiosks keep information available 24 hours a day.

Member Gift then asked if the information will be kept fresh and not be outdated. Mr. Miller stated that there would be annual updates to the maps / businesses / events. The information would also be linked to a website and would list hours of the businesses.

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Trustee Ron Pawlak, seated in the audience, then asked about the bike station and reminded everyone that there has been vandalism in the area. Mr. Miller stated that the Ottawa Bicycle Club would be sharing the cost with the Utica Business Association. They would like to try to install a bike station to see how much it is utilized.

Member Fry asked if there would be flyers placed inside the kiosks. Mr. Miller stated that the information inside would be semi-permanent.

It was then motioned by Member Fry, seconded by Member Chapman to endorse the project for installation of kiosks and a bike station in the selected locations.

5 Yes

Motion Carried

Locations were then discussed. The location near the I & M Canal and south of the Village Hall seem like great places because people can drive up to that location to access information. Mr. Miller then also stated that Starved Rock will place the kiosk information in their visitors' center and he is speaking with the property owner of Shell on north Rt. 178.

Mayor Jereb stated that he would like the kiosk placed in an alternative location downtown, not at the location of the Tornado Memorial. The Planning Commission agreed and the original motion to include all locations was rescinded and modified to eliminate the area of the Tornado Memorial as one of the locations for a kiosk. Motion made by Member Gift, seconded by Member Chapman.

5 Yes

Motion Carried

Public Comment: NONE

Old Business / New Business: The Clerk spoke briefly about the upcoming Fireworks event being held on July 5th and asked for anyone available that evening to consider signing up for an hour shift to help.

With no additional business, it was motioned by Member Fry, seconded by Member Cetwinski to adjourn the meeting at 8:15 pm.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk
Village of North Utica