

# APPROVED MINUTES

**VILLAGE OF ANTIOCH  
BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE  
Municipal Building: 874 Main Street, Antioch, IL  
June 15, 2016**

## **I. CALL TO ORDER**

Mayor Hanson called the June 15, 2016 Committee of the Whole meeting of the Board of Trustees to order at 7:02 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: Macek, Poulos, Jozwiak, Dominiak, Pierce and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine.

## **IV. APPROVAL OF MINUTES**

Trustee Jozwiak moved, seconded by Trustee Macek, to approve the April 13, 2016 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

**YES: 6:** Macek, Poulos, Jozwiak, Dominiak, Pierce and Johnson.

**NO: 0.**

**ABSENT: 0.**

**THE MOTION CARRIED.**

Cheryl Henning, Village resident and Vision Committee Chairman, reminded the board of the survey that was done during the visioning process. She suggested façade improvements in town begin with the Village Hall by painting it a similar color to the recently renovated movie theater. She further suggested the logo be placed on the north wall of the Community Building.

## **V. REGULAR BUSINESS**

**1. Traffic Calming Techniques** – Administrator Keim reviewed the traffic counts on Hillside and Harden, and discussed the proposed policy for traffic calming. The policy establishes a committee and procedure to hear requests made by residents bringing traffic concerns to the Village. He discussed with trustees how to determine 75% of the affected area. He also presented the traffic counts on Hillside and Harden. Administrator Keim asked the board for comments relating to the policy so he can present a final draft to the board for approval. Chief Huffman discussed “Operation Traffic Watch”, stating that it is an expansion of neighborhood watch which provides pre-printed forms to residents, and potential rental of radar guns to track violations. Violators are then sent a warning notice by the Police Department. This item will be placed on a future agenda for consideration. Trustee Dominiak discussed left turns southbound onto Route 59 from Hillside and asked Administrator Keim to discuss that option with the engineer. Administrator Keim suggested moving forward with the policy before making any additional considerations.

### **2. Discussion regarding Community and Economic Development related to:**

**a. Main Street** – Director Garrigan recognized the Mayor and Board for their commitment to Antioch and it’s downtown. He made a presentation relating to the Main Street program initiative. He discussed the main street conference attended by him and Trustee Dominiak recently. The program focuses on economic development and provides a national network of resources. The

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Main Street initiative is not driven by village board or staff, but by business owners, and residents of the community. He discussed the 4 different aspects contained in the main street approach including design, economic vitality, promotion and organization. He asked if the board would support the creation of a main street program.

Trustees discussed the benefits and downfalls of the Main Street program including state involvement. Director Garrigan said Illinois does accept new main street communities, and agrees that Illinois program is active but does not provide adequate funding for the program, which has been common historically. He advised that there would be no cost to the taxpayers other than contributions agreed upon by the Village Board. Trustee Dominiak clarified that the committee does fundraising. There is no funding requirement by the Board if they support the program. Trustee Pierce suggested learning from any issues Libertyville may have experienced with their program. He further expressed concern with the downtown matters statement and fostering engagement from the community. Trustee Dominiak said retailers are interested, but the process will not happen overnight. Trustee Pierce asked that the percentage of building owners vs. business owners be realized because they may have different ideas on what they would like to happen. Trustees discussed potential incentives for building owners that have nothing to gain by putting more money into their building and the effect of other building improvements on those owners. Mayor Hanson discussed past initiatives by local business owners to improve the downtown area.

**b. Façade Program** – Director Garrigan reviewed his proposed program for façade improvements. He discussed the history of Antioch and the budgeted amount for façade grants in this years approved budget. He reviewed the proposed guidelines to be used when considering granting façade improvements. He discussed applicant requirements to receive grants, and what may be considered for improvement in the program. He discussed potential affected properties that may be included during the first phase of the program. Trustees discussed requirements to participate in the program and the involvement of the building owner to repair the entire façade in order to benefit from the program. Trustee Poulos discussed the budget amount for the item and accounting standards that would require the work to be completed by the end of the fiscal year. Director Garrigan said it may not be possible this year. Trustee Pierce discussed the previous façade program and expressed concern with the perception of the facade program and how it works. He further discussed the possibility of a tax abatement program for property taxes of participants in the program and asked for creative ways to finance the program. Trustee Poulos commented that a tax abatement would decrease revenues by the same amount already budgeted, so it would be a wash. Trustees discussed tax abatement for relief over a period of time, restoring the rear of the buildings, particularly on Main Street, and being proactive with the program. Director Garrigan will refine the standards and bring it back to the board for consideration.

**c. Downtown District and user restrictions** – Director Garrigan discussed a downtown sign district, which is still being considered at the Planning and Zoning Board. He discussed the overall boundaries included in the downtown district that would be subject to the sign requirements and will bring it to the board after Planning and Zoning makes their recommendation. He also discussed wayfinding signage and a proposed plan to recreate the signage. Options for wayfinding signage will be presented to the village board at a future date for approval. Trustees discussed funding wayfinding signage at Metra with those restricted funds.

Director Garrigan asked the board for their opinions on restricting the first floor of businesses to restaurant and retail rather than service based businesses. Trustee Macek does not agree with restrictions. Trustee Poulos agreed to limiting users to a fair percentage. Trustee Jozwiak does not have a problem with restricting use based on percentages. Trustee Dominiak asked staff to investigate what other communities have done and thinks to grandfather existing business and put a cap on users

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after getting a sense of what other communities are doing. Trustee Pierce does not agree with restricting users or dictating to business owners on what uses they may have. Trustee Johnson agrees with both sides that restrictions may cause problems for building owners, and but also sees the need for less service based businesses in order to revitalize the downtown. Staff will research other communities.

**3. Discussion regarding RV Parking** – Trustee Jozwiak discussed RV parking and storage on property, and asked for a solution to the problem of RV campers and boats on the street. Chief Huffman reviewed the RV ordinance, which is fairly standard and comparable to other communities. He discussed inoperable RVs and asked for direction on enforcement and what the tolerance of the Village should be. He said the ordinance in place is a strong ordinance. Trustee Pierce discussed Antioch as a resort community, requirements already in place, and homeowners associations that may use the ordinance to their advantage. Chief Huffman said their approach is compliance through communication. He said if they started a strict enforcement complaints will come through. Administrator Keim asked to be informed when ordinances are not enforced and he will direct staff to enforce.

## **VI. OTHER BUSINESS**

No report.

## **VII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining** – The Mayor and Board of Trustees did not go into executive session.

Ann Hitschell, Village resident, suggested using the \$50,000 budgeted for the first year of the façade program to help subsidize village signage, and said she agrees with user percentages for a balanced downtown.

## **VII. ADJOURNMENT**

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 9:28 p.m.

Respectfully submitted,

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Lori K. Romine, RMC/CMC  
Village Clerk