



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
JANUARY 12, 2022

CALL TO ORDER

Mayor Keith Ogle called the Committee of the Whole meeting to order at 5:33 P.M. on Wednesday, January 12, 2022, at the Village Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Village Clerk Katie Schubert called the roll. In attendance were Mayor Keith Ogle, Clerk Katie Schubert, Trustees Adam Borrelli, Michael Leddin, Dan Rossi, and Gene Savaria. Staff in attendance included Village Administrator Rob Piscia, Asst. Administrator John Burica, Deputy Clerk Theresa Cork, Supt. Terry Kestel, and Director of Community and Economic Development Michael Schwarz. Also in attendance were Jill Plesha, Andrea Verbeek, Jason Verbeek, Dan Elliot, Florence Hardy, James Olguin, an attorney for McDonald's, and Debbie Vavrik, manager with Speedway in Frankfort. Trustee Margaret Farina was absent.

Trustee Jessica Petrow arrived at 6:00 P.M. at the end of the discussion of the Zoning Ordinance Amendment: Article 12 – Indoor Recreation and Entertainment agenda item.

APPROVAL OF MINUTES (DECEMBER 20, 2021)

Trustee Savaria made a motion (#1), seconded by Trustee Borrelli, to approve the minutes of the Committee of the Whole meeting of December 20, 2021. A voice vote was taken. All were in favor. The motion carried.

ILLINOIS CASH FARM LEASE AGREEMENT: 10053 W. KUSE ROAD – BID CONSIDERATION

Supt. Kestel presented three bid proposals submitted for a three-year cash farm lease for farming the 65 tillable acres of Village-owned property located at 10053 W. Kuse Road. Steve Quigley and Steve Spiess submitted the high bid of \$277.00 per acre for a total annual cash lease amount of \$18,005.00.

Trustee Borrelli made a motion (#2), seconded by Trustee Savaria, to forward a recommendation to the Village Board to adopt a Resolution authorizing execution of a Cash Farm Lease Agreement with Steve Quigley and Steve Spiess for Village property located at 10053 W. Kuse Road, in the yearly amount of \$18,005.00 for the years 2022, 2023, and 2024. A voice vote was taken. All were in favor. The motion carried.

PURCHASE OF UTILITY LOADER - BID CONSIDERATION

Supt. Kestel requested Committee consideration to purchase a new utility loader that was budgeted for in the current fiscal year. Mr. Kestel sought approval to purchase a 2022 Toro Dingo TX 1000 Utility Loader from Russo Power Equipment of Frankfort through Sourcewell, a cooperative purchasing program, in the amount of \$36,515.00.

Trustee Borrelli made a motion (#3), seconded by Trustee Savaria, to forward a recommendation to the Village Board to approve the purchase of the utility loader as presented. A voice vote was taken. All were in favor. The motion carried.

HISTORIC HOME PRESERVATION PROGRAM (HHPP) AMENDMENTS

Director Schwarz presented a memo prepared by Senior Planner Janine Farrell outlining several amendments to the Historic Home Preservation Program (HHPP) for committee consideration. He reported the HHPP was established through Resolution No. 17-03 to encourage maintenance and improvements to existing homes in Frankfort's historic residential district. The following is a summary of the recommendations provided by staff: 1) the HHPP be renamed the Home Rehabilitation Program to eliminate competition, conflict, or redundancy with other existing programs, including the beautification award program, historic landmark program, and the Frankfort Preservation Foundation; 2) be opened to all residences in the Village over 50 years of age which undertake substantial exterior improvements exceeding \$50,000.00; 3) all applications be reviewed and approved at staff level; 4) eligible projects be awarded a 50% building permit fee waiver up to \$1,000; and 5) a letter of appreciation from the Mayor.

Members discussed the proposed amendments and establishing the Home Rehabilitation Program to replace the HHPP. Members supported opening the program to all existing homes located within the Village of Frankfort rather than just within a designated geographical border. Members also supported eligible projects be awarded 100% of the building permit fees up to \$1,000 for exterior improvements exceeding \$50,000 and a letter of appreciation from the Mayor.

Following the discussion, Trustee Borrelli made a motion (#4), seconded by Trustee Savaria, to forward a recommendation to the Village Board establishing the Home Rehabilitation Program (HRP) and incorporating the recommendations and revisions from the Committee. A voice vote was taken. All were in favor. The motion carried.

ZONING ORDINANCE AMENDMENT: ARTICLE 12 – INDOOR RECREATION AND ENTERTAINMENT AND OUTDOOR RECREATION AND ENTERTAINMENT

Director Schwarz sought direction from the Committee regarding potential text amendments to the Zoning Ordinance for the terms “indoor recreation and entertainment” and “outdoor recreation and entertainment.” Staff advocated the need for the terms to be defined separately. Director Schwarz presented the current and proposed definitions as well as an update to the Table of Permitted and Special Uses in the Zoning Ordinance for these terms.

Committee members discussed the proposed amendments to Articles 5 and 12 of the Zoning Ordinance and supported staff moving forward with a Plan Commission workshop to review the proposed text amendments to the Village's Zoning Ordinance pertaining to indoor recreation, outdoor recreation, indoor entertainment, and outdoor entertainment.

SIGN ORDINANCE AMENDMENT: CHAPTER 151 – ELECTRONIC/DIGITAL MENU BOARDS FOR DRIVE-THROUGH FACILITIES AND ELECTRONIC/DIGITAL GAS STATION PRICE SIGNS

Director Schwarz reported that the Plan Commission held a public workshop on December 9, 2021 regarding proposed sign regulations amendments for electronic order/menu boards and gas station price signs. He noted staff received correspondence from James Olguin, an attorney with Buikema Law Group who represents McDonald's, regarding their request to install digital menu boards in the drive-through lanes which are currently not permitted in the Village's Sign Ordinance. He further noted that staff was approached by Speedway gas station who desires to install digital fuel price signs which is also currently not permitted in the Village's Sign Ordinance. Director Schwarz stated that staff conducted research of neighboring municipalities' regulations for these types of signs, and he showed examples of digital menu boards and gas station signage from these neighboring communities and within Frankfort.

Committee members discussed the proposed sign ordinance amendments for electronic/digital menu boards for drive-through facilities and electronic/digital gas station price signs. Members voiced concerns with the maximum potential light output of the screens, the use of multiple colors on digital gas station signage, and advertisement on these types of signs. Overall, members felt it was important to regulate size, brightness, sound, frequency of menu/gas price changes, requiring a uniform color for gasoline grades, and prohibiting advertisement on these types of signs.

Attorney Olguin approached the podium and reported the signs for McDonald's are typically smaller than what other vendors use. He stated McDonald's outdoor digital menu boards are essentially 55" display monitors that are mounted vertically and encased within a glass and metal weatherproof cabinet. He noted the proposed digital menu boards have built in ambient light sensors and sound sensors. These light and sound sensors dim the brightness of the screen based on the light and/or sound nearby to prevent excessive illumination when not being used by a customer or when there is low ambient light such as nighttime environments.

Debbie Vavrik, a manager with Speedway in Frankfort, introduced herself and shared the gas station's desire to update its pricing signage to digital.

Following discussion, Director Schwarz stated that the next steps would be to incorporate the feedback from the Committee into an ordinance to be presented at a future Village Board meeting for its consideration and approval.

PROPOSED TARGETED INCENTIVE PROGRAM (TIP)

Director Schwarz reported that the Committee of the Whole previously discussed the proposed Targeted Incentive Program at its meeting on December 20, 2021. Based on the discussion and

feedback from that meeting, staff made the following amendments to the Program: 1) added a new section entitled “Relationship to Other Village Economic Incentive Programs;” 2) changed the requirement for three bids to multiple bids in the Program Guidelines and Application Checklist; 3) changed the project construction start time requirement from 90 days to 180 days following the Village Board’s approval of the grant agreement; and 4) added a reference to building facades and site landscaping in the Program Introduction.

Members discussed the Program, its relationship to other Village economic incentive programs, and the maximum grant award amount per project. Members suggested that staff rebrand the Low Interest Loan Program (LILP), which was established as the Façade Improvement Low Interest Loan Program (FILILP).

Following the discussion, Director Schwarz stated that the next steps would be to create an application form and a grant agreement template and bring the proposed Targeted Incentive Program before the Village Board for its consideration, subject to legal review.

2 SMITH STREET

Committee members discussed the process to sell Village-owned property located at 2 Smith Street and the proposal submitted by developer Dan Elliot, Managing Partner with Integrus Development, for the purchase of a portion of the subject property for the development and construction of a single-story, mixed used, 3-tenant building.

Administrator Piscia explained as part of the process to sell the subject property, a decision would need to be made on how to sell the property. He stated the Village by ordinance may direct the sale to be conducted by Village staff by listing with local licensed real estate agencies, or by public auction. The ordinance would be published following its passage and would contain pertinent information concerning the parcel description, size, use, zoning, terms of sale, including any incentives, and when and how the proposals would be accepted. He further explained the process and various options for the board to consider for the sale of the Village-owned property. Administrator Piscia noted the corporate authorities may accept any contract proposal determined by them to be in the best interest of the Village and reserve the right to reject any and all proposals to purchase the property.

Members discussed the details of the process and incentives for the potential sale of 2 Smith Street. Members also discussed the demolition of the Fra-Milco building and a portion of the subject property being improved into public parking at the Village’s expense and the Village retaining ownership of the parking lot. Members further discussed the incentives requested by Mr. Elliot for his proposed project.

Resident Jill Plesha spoke before the committee and stated that she intends to submit a proposal with Andrea and Jason Verbeek to purchase the property and shared their vision for the space. Resident Florence Hardy also spoke before the committee and stated she was also interested in submitting a proposal to purchase the property.

Mr. Dan Elliot approached the podium and stated his proposal for a mixed use, 3-tenant building including a sushi restaurant, a home/interior goods business, and a children's dentistry fits the proposed Targeted Incentive Program and he answered questions from the committee regarding his proposed deal structure and closing contingencies.

Following discussion, it was the consensus of the Committee for staff to begin the process of issuing a Request for Proposals (RFP) for the potential sale of 2 Smith Street.

BOARD COMMENTS

None.

PUBLIC COMMENTS

Resident Florence Hardy reiterated her interest in submitting a proposal for the 2 Smith Street property and voiced her hesitation to spend money for professional drawings until she understood the process.

ADJOURNMENT

Hearing no further business, Trustee Savaria made a motion (#5), seconded by Trustee Petrow, to adjourn the Committee of the Whole meeting of Wednesday, January 12, 2022. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 8:24 P.M.