

VILLAGE OF MAHOMET  
STUDY SESSION  
FEBURARY 17, 2015

The Village of Mahomet Board of Trustees met at 6:00 p.m. Tuesday February 17, 2015 at the Village of Mahomet Administrative Offices, 503 E. Main St., Mahomet, IL.

MEMBERS PRESENT: Bruce Colravy, Vicki Cook, Andy Harpst, Donald Lynn, Bill Oliger and Acting President Sean Widener

OTHERS PRESENT: Village Administrator Patrick Brown, Village Clerk Cheryl Sproul, Village Treasurer Jeanne Schacht, Village Attorney Jim Evans, Public Works Director Gary La Forge, Police Chief Mike Metzler, Village Planner/Community Development Director Kelly Pfeifer, and Mahomet Citizen editor Amelia Benner, and Dani Tietz of the Mahomet Daily.

**CALL TO ORDER/ROLL CALL**

Acting President Widener called the meeting to order at 6:00 p.m. Upon Roll Call, a quorum was present.

**PUBLIC COMMENT:**

There was no public comment.

**PUBLIC HEARING:**

**PROPOSED AMENDMENT TO THE THORNEWOOD SUBDIVISION ANNEXATION AGREEMENT DTD 2/25/03:**

Widener opened the public hearing and invited the public to address this issue. He reminded them they must sign in. He reviewed the public hearing process.

He asked staff to give a review of this issue. Pfeifer stated due to economic changes the developer requested some amendments to the preliminary plat. She stated a draft of the amended agreement had been make available to the public for their information. She did not know if any copies had been picked up.

She reminded the Board that this was just a public hearing in order to hear public comment and no action was expected at this time.

There were no questions from the board for the staff.

Don Adams, Farnsworth Group Engineers, engineer for the applicant, thanked Village Staff for the time they have spent on the annexation agreement and their accessibility.

He stated this is a simplified version of Thornewood Subdivision. He stated this development would be curb and gutter with sidewalks and/or pedestrian walk way on both sides on the street.

Adams noted that the market for large lots that had been platted originally was no longer being purchased. He stated the lot sizes had been reduced but the development would still be spread out.

**There being no further questions, Harpst moved, Lynn seconded, "TO CLOSE THE PUBLIC HEARING AT 6:07 P.M." ROLL CALL: ALL YES. Motion carried.**

**DISCUSSION ITEMS:**

**PRELIMINARY DISCUSSION – MOBILE FOOD VENDOR PILOT PROGRAM:**

Pfeifer stated she had informed the Board that there had been some requests for mobile food vendors and had handled it on a case by case basis, but decided to formalize the process.

Abby Heckman and Ken Buchanan researched other communities and provided a draft program that had been included in the packet.

Pfeifer stated Heckman could answer any questions they might have.

Pfeifer stated commercial property only was allowed to be used with permission by the land owner. She stated this would allow the Parks and Recreation Dept. to have control of the Parks and utilize on site vendors if needed.

Pfeifer stated they looked at locations that had been used in the past and where the vendors have requested. She stated this pilot program seemed reasonable.

She added there were fees associated with the permit and they would have to pay sales taxes. She stated she believed this would reduce the competition with brick and mortar businesses.

Brown stated Parks and Recreation would be controlled by the Parks and Recreation Director and have control who is allowed on the Parks.

Brown stated this would no address the non-profit groups that solicit in front of IGA, or other local groups.

Widener stated he thought it was a good start. Widener questioned why Brent Johnson Park was included. Pfeifer stated the Waldinger was looking at all parks locations. She stated she also had objected to Brent Johnson Park due to parking and traffic and the size of the park and remoteness of it.

Buchanan stated that with Thornewood being rather isolated, that location was identified as a possible one in order to provide vendors if needed.

Oliger asked if the school had been contacted about this. Heckman stated Waldinger would have been the one to contact them. Buchanan stated there had been a handshake agreement with the school about locations.

Pfeifer stated they still have control to say no if they had a problem with the program.

Buchanan stated the program is flexible and can be revised.

Heckman stated the maps show the hours of operation of the parks and that permitting would be needed to. She stated the extras permitting would be for outside the hours of operation of the parks.

Buchanan stated the control was given to Waldinger because he keeps the schedule of the park and knows when it's rented.

Colravy asked that distinguishes categories. Buchanan stated they used the classifications developed by the Public Health District. Colravy questioned the fees assigned to the categories. After discussion, Staff will look at the fees again.

Staff was directed to move forward with this draft program and bring a final proposal to the Board at a future date.

**DISCUSSION OF WATER/SEWER RATES AND WATER/SEWER CONNECTION FEES:**

Schacht stated staff was recommending an increase of \$.02 for the water rates making the proposed rate \$.38 per 100 gallons. Schacht stated the \$.02 increase would provide an additional \$28,000.

Schacht stated historically the water connection fee increased \$25.00 annually. She stated staff was recommending to continue this annual increase effective May 1, 2015.

Schacht stated due to wastewater plant expansion, increases to the sewer rate increases had been scheduled and last year's increase was the end of that schedule. Staff recommended no increase in the wastewater rate, but to review an entire year's income and expenses next year to see if the wastewater rates needed adjusted.

Schacht stated staff recommended a \$25.00 increase per unit, as had been done in the past, to the wastewater connection fee.

Widener summarized that previous Board discussion had been to try to keep up with the increases needed on the water rates in order to avoid a large increase all at once.

Brown reiterated that the \$.02 increase in water rates would still not be enough to complete the water projects needed.

Brown stated Schacht had prepared an additional spreadsheet showing usage. He offered to provide it to Trustees if they requested it.

Brown added that usage was down this last year, due to a wet season, which decreased outside watering needs.

Brown stated this would come back to the Board as an Ordinance in March for approval.

Cook asked what Sangamon Valley charged. Brown stated he would provide that information to her.

**ORDINANCES, RESOLUTION, OTHER MOTIONS:**

**COMMUNITY DEVELOPMENT/PLANNING:**

**A RESOLUTION APPROVING THE AMENDED PRELIMINARY PLAT FOR THORNEWOOD SUBDIVISION (PHASES 5-7):**

Pfeifer stated asked the Board to consider the approval of the ThorneWood Subdivision Amended Preliminary Plat for the final 3 phases. She noted this issue was considered by the Plan and Zoning Commission earlier in February and it had passed a resolution indicating their recommendation to the Board for final approval.

She stated the Plat included all of the remaining undeveloped lands covered by the recorded Annexion Agreement, dated Feb. 25, 2003. She noted that due to the time passed and changes in the market conditions, the developed desired to alter the plan for the remainder of the land.

She noted the developers approached the Village about a year ago requesting modifications to the Preliminary Plat to rework the planned RS Residential Suburban area into an R-1 Single Family Residential area. She noted this Plat would serve as the basis for the First Amendment of the Annexation Agreement that had been the subject of the earlier Public Hearing.

Pfeifer stated that Sangamon Valley Public Water District had already approved this plat. She stated discussions with the Postal service have been held as well as with the adjacent property owners, Living Word Omega Message Church.

Pfeifer stated the Plat involved oversizing costs for sidewalks, which would reflect approximately \$45,000 to be reimbursed to the developer by the Village. She noted payment would be made in phases subject to each phase's conditional acceptance by the Board of Trustees.

She stated a prepared resolution had been included in the meeting packet for their consideration.

Pfeifer noted the Plan and Zoning Commission forwarded a recommendation for approval of the Preliminary Plat.

Lynn asked how many lots there would be and wanted to know the sizes of the homes. Pfeifer stated there were 132 lots in the 3 phases planned. She noted that the Village does not have control over the sizes of the homes, but the lot sizes.

Don Adams, engineer for the developer, stated 1/4-1/3 of the lots would meet the RS lot size requirements and the remainder would meet the R-1 lot size requirements. He stated the development would still be spacious.

Pfeifer identified some outlots that will be maintained by the Village due to drainage issues.

She identified a right of way in Briarcliff that aligns with this development.

Brown stated the Mahomet Township Road Commissioner voiced opposition to any street connection to the portion of the Briarcliff subdivision that is not incorporated.

Pfeifer stated if a continuation of the road was warranted someone would have to pay for the extension.

She stated there is another possible connection to head towards route 47.

Pfeifer stated this subdivision is contiguous with Briarcliff where the bike path planned along Route 47 would be extended to the entrance. She stated this is an opportunity to provide a system to guide people to this area.

Pfeifer noted the developer had agreed to pay for 5 foot sidewalks and are installing them on both sides on the street. The 8-10 foot bike ways they are installing in commons area would be solely their responsibility. She noted this would allow the Village to provide connectivity to other established walking paths.

She stated the developer saw the value to do this as well, but staff wanted Trustees to know about the oversizing.

She anticipated the final plat coming for approval in the next few months. She stated reclamation for the gravel pit is in the process but this area will be platted at a later date.

Cook asked where the money would be coming from for the oversizing. La Forge stated there are accounts for oversizing for streets, water and wastewater. He stated this occurs every year.

Brown stated, in the last few years there had not been a need to use the oversizing budgeted funds. Pfeifer stated at least the Village knows when the oversizing would be needed and can be prepared for the expenditure.

Brown stated, paying for oversized was the Village policy at this time, but that policy could change in the future.

Widener asked what happens if Village policy changed in regards to oversized in this instance. Pfeifer stated the annexation agreement would, at the time it would be approved, would outline all the financial responsibility for all parties involved.

Don Adams stated an Intersection Design Study would be submitted to Village staff in a few days for their review and then submitted to IDOT.

**Colravy moved, Cook seconded, "TO PLACE A RESOLUTION APPROVING THE AMENDED PRELIMINARY PLAT FOR THORNEWOOD SUBDIVISION (PHASES 5-7) ON THE CONSENT AGENDA FOR THE FEBRUARY 24, 2015 BOARD MEETING." ROLL CALL: ALL YES. Motion carried.**

**A RESOLUTION/ORDINANCE APPROVING A REVISED BUILDING PERMIT FEE STRUCTURE:**

Pfeifer stated building permit fees had not been changed since 2005 and had been set by ordinance in 2000.

Pfeifer noted the current rate for a home was \$.04 per sq. ft. She noted the square footage was for finished areas.

Pfeifer stated during research it was found that Mahomet's building permit fees were very low compared to surrounding communities.

She stated in reviewing possible changes to the fee structure charging on the gross square footage would be beneficial. She stated staff proposed this change and noted the change would have increased fees collection last year from \$5,500 to \$14,400.

She reviewed the possibility of continuing to charge on net square footage, but increasing the rate to \$.075 for gross square footage or increasing the \$.04 per net square footage to \$.12 per square "net" footage as in the current practice. She noted it would simplify the process as well, by applying the "square footage" rate to accessory buildings, garages, out buildings or room additions instead of a flat rate. She also proposed an increase to the fees for fence, pool, deck/porch, driveway (approach)/culvert site inspection and excavation/grading permits.

After reviewing the "average house" size of 2,500 - 2,600 square feet that had been built last year and applying the new rate of \$.075/gross square foot, or \$.29/net square foot, the permit would be \$725 versus the \$114 collected today and would increase revenue from \$5,400 annually to \$34,800.

She noted in comparison, Mahomet has one of the lowest building permit fees in the area.

Pfeifer stated Staff recommendation was to charge the permit fee based on gross square footage in the amount of \$.075/GSF and remove all types of enclosed structures from the flat rate fee schedule. She stated Staff also recommended the rate increases consistent with Schedule A that had been attached to the packet. Pfeifer asked the to consider moving this issue to the Board meeting for action on February 24th.

The Board agreed to direct Staff to draw up the proper document, whether it be a resolution or ordinance to implement the proposed building permit fee increase recommended by staff for the February 24th Board meeting.

**FINANCE:**

**TREASURER'S REPORT:**

Schacht stated the budget comparison reports should reflect expenses and revenues collected at approximately 75%. She noted that revenues for this fiscal year were currently at 78% collected compared to the budget number and expenditures were currently at 63% expended.

Schacht reported that she had provided a report that contained information regarding major revenues and expenditures for the third quarter of this fiscal year. In reviewing the revenues, she noted that most were close to budget with the exception of the Simplified T-Tax which was at 63% or approximately \$25,000 less than last year at the same time. She added that Sales Tax, Income Tax, and Water billing are all less than last year at this time. She noted Real Estate Tax revenue was at 99%, \$1,060 less than the budgeted amounts, but overall major revenue totals more than last year, mainly due to the increase in real estate taxes.

She reported the November income tax collected in the amount of \$46,407.08 along with the December income tax in the amount of \$34,895.20 were received in January. She noted, to date, the Village had received \$557,453.27, 79% of the budgeted amount.

She also included in her report, a monthly report on a fiscal year basis for sales tax, use tax, personal property replacement tax, telecommunications tax, motor fuel tax and utility tax. She noted some were more than last year but others were not, which amounted to \$32,947 less than last year.

**Lynn moved, Colravy seconded, "TO PLACE THE TREASURER'S REPORT ON THE CONSENT AGENDA FOR THE FEBRUARY 24, 2015 BOARD MEETING." ROLL CALL: ALL YES. Motion carried.**

**BILL LIST:**

Schacht reported a few smaller bills would be added to the Bill List that would be approved at the Feb. 24th Board meeting. **Harpst moved, Lynn seconded, "TO PLACE THE BILL LIST ON THE CONSENT AGENDA FOR THE FEBRUARY 24, 2014 BOARD MEETING." ROLL CALL: ALL YES. Motion carried.**

**ADMINISTRATOR'S REPORT:**

**DEPARTMENT REPORTS:**

**PARKS AND RECREATION**

Brown reported that Johanna Jewel gave birth to Bennett James, born Sunday, Feb. 15<sup>th</sup>

Brown stated that Champaign County First would be lobbying for the River Trails project. He noted it was one of three projects. He stated the concept of the plan did not change and the most costly of the project would be the bridge. Pfeifer stated benefit to the entire county, since it would fit nicely with the trails project throughout the county and the connectivity to two forest preserves made it very attractive for their support.

Brown reiterated that this project was a grant funded project. He stated if the grant was not approved the project would not move forward.

Widener commended Waldinger on his sponsorship efforts and his crew for keeping the pathways clear.

### **POLICE/ESDA**

Cook asked about Officer Sharlow who had recently had heart surgery. Chief Metzler stated Sharlow was back to work on light duty and part time basis and doing well.

Brown stated the meeting with Champaign County Animal Control went well and they are now looking at a possible "Plan B". He noted that Widener wrote a letter voicing our opposition to the newest proposal. He anticipated they will look at it on Thursday at their meeting.

Metzler stated the Village had received an apology from Champaign County Animal Control for not communicating the new proposal to the Village before it appeared in the local newspaper.

### **COMMUNITY DEVELOPMENT**

Pfeifer stated there would be such a heavy case load in March that there will not be a Plan and Zoning meeting March 3rd, but PZC would meet on March 6th and 9th. She stated there would be 4 public hearings in March.

Brown publicly thanked all staff for their hard work.

### **MAYOR'S REPORT**

Widener stated the Board of Trustees meeting would be Tuesday, February 24, 2015, and added he would unfortunately be absent. Attorney Evans asked if anyone else would be absent and reminded them that they are operating minus one member, so it was important to look at their schedules and notify Widener or Brown if they would be absent from a meeting.

Widener stated a Chamber of Commerce meeting would be held on Thursday. He stated meetings have been scheduled with Main Street merchants.

### **NEW BUSINESS:**

Harpst stated he mentioned to La Forge and Pfeifer about Country Ridge 6<sup>th</sup> elevations around the park property and the homes there were an issue. Pfeifer stated these issues are being addressed.

Pfeifer stated the final grading on the park had not been done so more work will be done there.

Lynn asked who maintained that park. Pfeifer stated the HOA has the maintenance for this park.

Lynn stated he had a complaint about the work being done at the Brewery had closed off access to the Barber Shop. Ken Buchanan stated by the time he was aware of what was going on, the work was almost done.

### **ADJOURNMENT:**

There being no further business, **Harpst moved, Cook seconded, "TO ADJOURN AT 7:45 P.M."**  
**ROLL CALL: ALL YES. Motion carried.**

Respectfully submitted,

/s/ Cheryl Sproul

Cheryl Sproul  
Village Clerk

approved as submitted, February 24, 2015