

PLANNING AND DEVELOPMENT COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road – Conference Room A
Woodstock, IL 60098

Minutes of Thursday, August 20, 2009

Tina Hill, Chairman

Randy Donley
Sue Draffkorn
Lyn Orphal

Mary L. Donner
Marc Munaretto
Ersel Schuster

Chairman Hill called the Planning and Development Committee meeting to order at 8:30 am. The following members were present: Tina Hill; Mary Donner; Sue Draffkorn; Marc Munaretto; Lyn Orphal; and Ersel Schuster. Randy Donley was absent. Also in attendance: Planning and Development Department staff members; Ralph Sarbaugh, Associate County Administrator – Finance; Peter Austin, County Administrator; Kenneth Koehler, Chairman – McHenry County Board; Jim Heisler, County Board member; and press.

MINUTE APPROVAL

Ms. Orphal made a motion, seconded by Ms. Draffkorn, to approve the regular session minutes of the August 6, 2009 Planning and Development Committee meeting. Ms. Schuster pointed out an error in wording. The minutes approved as amended with a unanimous voice vote.

PUBLIC COMMENT: None

PRESENTATIONS: None

SUBDIVISIONS: None

OLD BUSINESS: None

NEW BUSINESS:

Planning & Development FY 09/10 Budget: Mr. Sarbaugh and Mr. Sandquist provided a review of the preliminary FY 09/10 budgets for the P&D Department and CDBG. P&D is a General Fund department. Revenues have declined this year due to the drop in large construction projects. Mr. Sandquist reported that P&D staff is working on a comprehensive fee study which will be presented to the Committee next month. Mr. Munaretto asked if perhaps the department was being too aggressive for 2010 and questioned if we should budget downward for next year. It was noted that subdivision fees are not accounted for until the end of the year so the budget as presented does not reflect those fees. Ms. Wanaski commented that subdivision fees are not paid “up front” which is perhaps an issue that should be researched. Expenditures were reviewed and it was noted that the department has donated funds to the FY 2010 budget inventory. These funds were available through the continued freezing of two vacant positions and the moving of Ms. Wanaski to CDBG. The CDBG will paid 50% of her salary. Mr. Sarbaugh commended Mr. Sandquist for his creative ideas in cost saving efforts. The FY 09/10 budget for CDBG was then reviewed. It was noted that the budget as presented did not include a recent contract from HUD which will raise the revenues. This budget will be reviewed to make sure all items have been included in the final document.

Supplemental requests for Planning and Development were reviewed and discussed. Those requests include a new position for a Stormwater Engineer (73,032.15); revising existing ordinances to create a Unified Development ordinance (\$250,000); a Rural Intensive Survey Phase III project by Historic Preservation (10,000 over four years); funding for the Agricultural Conservation Easement and Farmland Protection Program (\$1,500); distribution funds for the 2030 Plan (\$6,000); and a new permit management system (275,000). Chairman Hill suggested that members of the Regional Planning Commission be given some kind of “token” for their work on the 2030 plan. Members suggested a shirt with an RPC emblem may be appropriate. After discussion, it was the consensus that “something” should be done to acknowledge their work. Mr. Sandquist stated that the Stormwater Engineer position and the permit management system were high priority items.

Approved: 9.3.09

Ms. Draffkorn made a motion, seconded by Ms. Schuster, to approve the preliminary budgets as presented and move the documents forward to the Finance and Audit Committee. The motion carried with all members present voting aye.

Resolution authorizing the creation of a Housing Commission: Ms. Wanaski explained the intent of the proposed resolution noting that the Ad Hoc Committee on Housing has requested the County Board's support of the formation of a Housing Commission. Such a commission would provide a clearing house to promote affordable housing and would give a unified voice on housing issues in Springfield. This would be a non-paid commission and any costs would be supported through the CDBG. She stated to receive CDBG support HUD requires a government structure and evidence that the commission is sanctioned by the County Board. Mr. Munaretto stated he felt the proposed resolution was too vague and does not include the duties and responsibilities for such a commission. He suggested that the Resolution be amended to support the formation of a Housing Commission. Ms. Schuster stated she would be unable to vote in favor of the proposed resolution without additional information and documentation. After discussion, Mr. Munaretto made a motion, seconded by Ms. Orphal to recommend the County Board approve the Resolution as amended. On a voice vote, the motion carried with all members present, except one, voting aye.

REPORTS TO COMMITTEE, AS APPLICABLE:

Regional Planning Commission: Mr. Heisler stated the next meeting is tonight. He invited members to attend noting that the mapping tool is very impressive and provides immediate changes. Ms. Donner commented it is like a "cosmic drag race". The RPC will also meeting on August 27th at 6pm to continue their work on the 2030 Plan.

Chicago Metropolitan Agency for Planning: The 2030 Plan was presented to CMAP yesterday.

Community Development Block Grant Commission: Interviews will be conducted next week along with a continued review of the 5-year plan.

Historic Preservation Commission (HPC): Ms. Wanaski stated she would let members know when the dedication ceremony will be held for the Barber Burying Ground.

MISCELLANEOUS: Mr. Heisler reported that the McHenry County Economic Development Corporation (MCEDC) will hold its Annual Dinner on September 17th at the Holiday Inn in Crystal Lake.

Ms. McCann provided an update on a flooding issue caused by the construction of a cell tower.

EXECUTIVE SESSION: None

ADJOURNMENT

Ms. Donner made a motion, seconded by Ms. Orphal, to adjourn at 9:40 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

Resolution supporting the formation of a Housing Commission