

PUBLIC MEETING NOTICE AND AGENDA
VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING



THURSDAY, DECEMBER 2, 2010
7:00 P.M.
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Items for Discussion and Consideration:
 - a) November 4, 2010 Village Board, November 18, 2010 Liquor Commission and November 18, 2010 Village Board Meeting Minutes
 - b) Approval of the December 2, 2010 Bill List in the Amount of \$371,648.44
 - c) Ordinance (O)2010-12.59 - Approval of a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – James and Joan Doll, 11660 Wembley Drive
 - d) Ordinance (O)2010-12.60 - Acceptance of Public Improvements – Del Webb’s Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II; and Reduction in Bond Safeguard Insurance Company Bond No. 5032352 from its current value of \$3,241,154.54 to a new value of \$1,165,766.28
 - e) Dismantling and Salvaging of the Marlowe Feed Building, 11011 Route 47 – Informational Purposes Only
 - f) Resolution (R)2010-12.49 - Renewal Modification of Backflow Solutions, Inc Professional Services Contract for Maintenance of Cross Connection Control Program
 - g) Refinancing of the Public Works Buildings Installment Contract
 - h) Five-Year Capital Improvement Program Review
5. Village Attorney’s Report
6. Village Manager’s Report
7. Village President’s Report

8. Unfinished Business
9. New Business
10. Executive Session
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual
 - c) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
 - e) Collective Bargaining
 - f) Appointment, Discipline or Removal Public Officers
 - g) Appointment of a Public Officer
 - h) Review of Closed Session Minutes
 - i) Other
11. Possible Action on any Closed Session Item
12. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
10987 Main Street
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.



David J. Johnson, Village Manager

Agenda Item: **Approval of the November 4, 2010 Village Board Meeting, November 18, 2010 Liquor Commission Hearing and the November 18, 2010 Village Board Meeting Minutes**

Department: **Village Manager's Office**

Introduction

The following meeting minutes are being presented for Village Board approval:

- November 4, 2010 Village Board
- November 18, 2010 Liquor Commission Hearing
- November 18, 2010 Village Board

Action Requested

A motion of the Village Board to approve the above referenced meeting minutes.

Petition: **Ordinance (O)2010-12.59 – Approval of a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – James and Joan Doll, 11660 Wembley Drive.**

Petitioner: **James and Joan Doll**

Department: **Development Services – Planning and Zoning**

Introduction

The petitioners are requesting relief from Village of Huntley Zoning Ordinance No. 97-07-24-01, (Annexation Agreement for Del Webb’s Sun City) which stipulates Site Standards for *Multi-Family Lots* which includes a 20-foot rear yard setback requirement.

The petitioners are requesting 10.00 feet in relief from the 20-foot rear yard setback requirement within the “MF-2-PDD” – Multi-Family – Planned Development District zoned property. The request would accommodate an 11’x 11’-4” three-season room addition on the rear (east side) of the residence.

The proposed addition will back-up to Hemmer Road, approximately 50 feet from the rear of the residence. The addition’s proximity to the roadway, limited effect on the neighboring residences and relatively shallow depth (21.37 feet) of the rear yard are all cited by the petitioners as reasons for requesting the relief.

The Sun City Community Association Modifications Committee denied the petitioner’s project request on October 6, 2010. On October 28, 2010, the Sun City Community Association’s Board of Directors approved the petitioner’s appeal of the Modifications Committee decision.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals conducted a public hearing on November 17, 2010 to review the petition. Having fully heard and considered testimony, the ZBA recommended approval of the petitioners’ request by a vote of 4 to 0 subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Financial Impact Not applicable.

Legal Analysis Not required.

Village Board Action

A motion of the Village Board to approve Ordinance (O)2010-12.59 – An Ordinance approving a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback - James and Joan Doll, 11660 Wembley Drive.

Exhibits

- Plat of Survey – 11660 Wembley Drive - with footprint of proposed 11’x11’-4” Addition
- Plan Sheet - 11660 Wembley Drive
- Draft Ordinance

Agenda Item: **Ordinance (O)2010-12.60 – Acceptance of Public Improvements – Del Webb’s Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II; and Reduction in Bond Safeguard Insurance Company Bond No. 5032352 from its current value of \$3,241,154.54 to a new value of \$1,165,766.28**

Petitioner: **Del Webb Communities of Illinois, Inc.**

Department: **Engineering Department**

Introduction

The Village Board routinely accepts subdivision public improvements for ownership and maintenance in accordance with Section 155.069 of the Subdivision Regulations once the improvements have been successfully constructed and inspected.

Del Webb Communities of Illinois, Inc. has requested Village Board acceptance of Del Webb’s Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II and Reduction in Bond Safeguard Insurance Company Bond No. 5032352.

Staff Analysis

The public improvements for each of these units have been completed and inspected and are recommended by the Village Engineer for acceptance and ownership by the Village. One exception is the repairs to the culvert on Sun City Boulevard which will be completed in the Spring, 2011. The Village will retain a financial security in the amount of 10% of the value of the public improvements for a 12-month period to cover any defects in workmanship or materials.

The current Bond No. 5032352 has a value of \$3,241,154.54. A spreadsheet is attached indicating the proposed reduction to a value of \$1,165,766.28.

Financial Impact

The value of the public improvements for each unit will be added to the Village’s asset inventory.

Legal Analysis

Not required.

Action Requested

A motion of the Village Board to approve Ordinance (O)2010-12.60 – Acceptance of Public Improvements – Del Webb’s Sun City Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II; and Reduction in Bond Safeguard Insurance Company Bond No. 5032352 from its current value of \$3,241,154.54 to a new value of \$1,165,766.28.

Exhibits

- Del Webb Communities of Illinois request for acceptance of Neighborhoods 1F, 30, 31, 33, 35, 37, and 41, as well as Sun City Boulevard Phase II and Clanyard Road Phases I and II and Reduction in Bond Safeguard Insurance Company Bond No. 5032352.
- Spreadsheet for Bond Reduction
- Site Map
- Draft Ordinance

Petition: **Dismantling and Salvaging of the Marlowe Feed Building,
11011 Route 47 - Informational Purposes Only**

Petitioner: **Renewable Resources, LLC (contractor) on behalf of EW II, LLC
(property owner)**

Department: **Development Services Department – Planning and Zoning Division**

Introduction

Renewable Resources, LLC has provided a letter to the Village, on behalf of the property owner, indicating their intent to submit a demolition permit to dismantle and salvage the Marlowe Feed building. Renewable Resources has stated the dismantling of the building will take approximately 3 to 4 months and the materials salvaged from the building will be reused in flooring, furniture, countertops and other items. The concrete that was the base of the former grain bins and the remaining grain storage bin will also be removed; however, the metal storage building (approximately 40 ft. by 100 ft.), single-family residence and detached garage will remain.

Staff Analysis

The dismantling of the building requires a demolition permit from the Development Services Department prior to the start of any work. Renewable Resources must meet all permit submittal requirements before a permit will be issued.

Legal Analysis

The Village Attorney has reviewed the Municipal Code and has advised Staff that if the contractor meets all ordinance and permit requirements the Village has no legal recourse to stop the demolition permit from being issued.

Action Required

No action is required by the Village Board. This information is being provided to the Village Board for advisory purposes only.

Exhibits

- Letter from Renewable Resources
- Site Aerial Exhibit

Agenda Item: **Resolution (R)2010-12.49 - Renewal Modification of Backflow Solutions, Inc. Professional Services Contract for Maintenance of Cross Connection Control Program for a duration of one-year (fifth year of five-year contract)**

Department: **Public Works**

Introduction

Staff is recommending the Village Board approve modifying BSI's current contract program and entering into an on-line subscription program.

Staff Analysis

The on-line subscription program will provide all the same services as the current program with the following exceptions:

- Certified cross connection testers will submit test results electronically
- Village staff will conduct bi-annual system survey and new construction plumbing inspections in-house
- Village staff will publish cross connection awareness information articles annually to water customers

Financial Impact

Current BSI Cross-Connection program cost \$80,000 per year to administer. The new on-line subscription program will cost the Village \$495 per year and will cost certified cross connection testers \$9.95 per device tested.

Legal Analysis

Legal counsel is currently reviewing contract.

Action Requested

A motion of the Village Board to approve Resolution (R)2010-12.49 - Renewal Modification of Backflow Solutions, Inc. Professional Services Contract for Maintenance of Cross Connection Control Program for a duration of one-year (fifth year of five-year contract)

Exhibits

- Draft Resolution

Agenda Item: **Refinancing of the Public Works Building Installment Contract**

Department: **Finance and Human Resources**

Introduction

On April 25, 2000 the Village of Huntley entered into an agreement authorizing issuance of Installment Contract Certificates Series 2000 in the amount of \$1,925,000 to secure the purchase of the former Filtertek building located at 11000 Bakley Street. The current interest rate is 5.85% with a call date in the agreement of December 1, 2010 or thereafter.

Staff Analysis

Staff has been in contact with two interested parties; JP Morgan Chase and American Community Bank regarding the refinancing of the debt. After further analysis, JP Morgan Chase did not submit a written proposal as the rate offer would not afford any significant savings to the Village.

Financial Impact

The remaining principal balance on the current loan after the December 1, 2010 payment is \$750,000. The proposed debt restructure will realize a savings of over \$12,000 annually or \$60,000 until maturity in 2015, which is the original maturity date on the issue. The new loan rate is proposed at 3.6% and will be secured by a Village-owned Certificate of Deposit earning a rate of 2.10%. This produces a net borrowing rate of 1.5%.

Legal Analysis

Village Auditors and the Village Attorney have reviewed and approve the transaction.

Action Requested

Authorize Staff to call Installment Contract Certificates, Series 2000 bonds at 5.85% and to execute the refinancing proposal as presented by American Community Bank at a net rate of 1.5% for the remaining life of the loan.

Agenda Item: Village of Huntley Five Year Capital Improvement Program (CIP)

Department: Village Manager's Office

Action Requested: Review of the Capital Improvement Program

Introduction

Annually the Village reviews its comprehensive Five Year Capital Improvement Program (CIP). The primary purpose for adopting a CIP is to identify major capital projects, and just as importantly, the available revenue sources to complete the improvements.

Staff Analysis

Capital improvements are defined as any major project improvement requiring the expenditure of public funds for the construction, reconstruction or replacement of physical assets.

Capital improvement planning is an important part of the Village's long-range financial planning process. The Village Board reviews the Village's Five-Year Capital Improvement Program (CIP) annually as a part of the budget process. The CIP establishes the Village's capital spending priorities for a rolling five year time period.

Another significant part of the CIP review is to analyze available revenue sources. As stated in the FY2011 Budget Transmittal Letter, the Village has limited revenue sources and money saved through operational efficiencies is redirected to the Village's capital program to further benefit the community.

The Village has used "one-time" development related revenue sources for Capital projects and purchases. This philosophy has resulted in millions of dollars spent on important high profile projects over the last five years; however, the lack of revenue for future capital projects remains a concern.

The "one-time" revenue transfer history for the last four fiscal years and the estimated transfer for 2010 are below:

<u>Fiscal Year Ending</u>	<u>Revenue Transfer for Capital Projects</u>	<u>Increase / Decrease (from previous year)</u>
2006	\$2,603,283	
2007	\$2,479,576	-5%
2008	\$ 288,720	-88%
2009	\$ 329,575	+12%
2010 Estimate *	\$ 701,965	+100%

** This estimate is contingent on the Village receiving the \$763,802.21 currently owed by the State of Illinois*

Current revenue sources for the CIP are included. The revenue sources presented in this document are all of the major revenue sources available without either increasing or adding additional taxes (property, sales, utility and gas) or other fees.

Additionally, the Village will remain aggressive in submitting grant applications, applying for road improvement dollars through the Council of Mayors and lobbying at the State level for Village projects.

Financial Impact

Funds are included in the proposed FY11 Budget for current projects.

Legal Analysis

Not required.

Action Requested

Review of the Five Year Capital Improvement Program as part of the FY11 Budget Process

Exhibits

- Five Year Capital Improvement Program Primary Revenue Source Chart
- Five Year Capital Improvement Program Project Exhibits