

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE
November 5, 2009
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, November 5, 2009 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles H. Sass, Trustees: Pam Fender, Jay Kadakia, Niko Kanakaris, Paul Mercer and John Piwko.

ABSENT: Trustee Harry Leopold

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – Approval of the October 1, 2009 Committee of the Whole, October 8, 2009 Village Board and October 15, 2009 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had questions or changes regarding the Minutes; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the October 1, 2009 Committee of the Whole, October 8, 2009 Village Board and October 15, 2009 Committee of the Whole Meeting Minutes.

- b) Discussion – Approval of the November 12, 2009 Bill List in the amount of \$619,000.62

Mayor Sass asked if the Committee had any questions regarding the Bill List.

Trustee Kadakia asked about the \$14,417.11 expenditure from Standard Equipment Company. Village Manager Johnson stated that he will follow up on the expense and report back.

There were no other questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the November 12, 2009 Bill List in the amount of \$619,000.62.

- c) Discussion – Approval of Ordinance (O)2009-11.45 – An Ordinance Granting Approval of a Simplified Residential Zoning Variation for Rear Yard Setback Relief to Steven Hall and Ellen Semon at 14052 Redmond Drive

Senior Assistant to the Village Manager Lisa Armour reviewed a PowerPoint Presentation and reported that 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 Premier Single Family Lots. Specifically, the Site Standards require a 20-foot rear yard setback for Premier Lots.

The petitioners are requesting approval of five (5') feet in relief from the required 20 foot rear yard setback to allow a sunroom addition at the rear of their residence which backs up to an outlot/wetland adjacent to Neighborhood 25. The proposed 13'-4" x 8'-0" sunroom addition would enclose the west half of the deck which was built when the house was constructed in late 2006.

The petitioners cited insects and animals from the nature area to the rear of the residence and the shallow depth of their rear yard relative to neighboring lots as reason for requesting the setback relief. The house at 14052 Redmond is approximately 23' off the rear lot line, while the average rear yard depth for the four adjacent lots (the two to the east and the two to the west) is approximately 28.5 feet.

The project's building plans have been approved by the Del Webb Sun City Modifications Committee and the Village's Building Division has completed their review and approved the building addition plans.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals Public Hearing on October 14, 2009 recommended approval of the petitioner's request by a vote of 5 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.

Mayor Sass asked if the Committee had questions or comments.

Trustee Piwko asked if the request had been approved by CAM; Ms. Armour stated that it was approved by CAM.

Trustee Fender asked if any neighbors have complained about the addition request; Ms. Armour reported that no negative feedback was received regarding the request.

Trustee Mercer asked if the Village Staff had reviewed and approved the plans; Ms. Armour reported that the Building Division had completed the review and have approved the building addition plans pending Village Board approval.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2009-11.45 – An Ordinance Granting Approval of a Simplified Residential Zoning Variation for Rear Yard Setback Relief to Steven Hall and Ellen Semon at 14052 Redmond Drive.

- d) Discussion – Approval of Ordinance (O)2009-11.46 – An Ordinance Granting Approval of a Simplified Residential Zoning Variation for Rear Yard Setback Relief to Donald Kaliin at 11511 Windsor Drive

Senior Assistant to the Village Manager Lisa Armour reviewed a PowerPoint Presentation and reported that the petitioner is 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 Classic Single Family Lots. Specifically, the Site Standards require a 20-foot rear yard setback for Classic Lots.

The petitioner is requesting approval of four (4') feet in relief from the required 20 foot rear yard setback to allow a screen room addition at the rear of their residence in Neighborhood 28 and cited compliance with the 20-foot rear yard setback would result in a screen room addition too small to enjoy.

The Sun City Community Association Modifications Committee originally approved the petitioner's project on September 18, 2009. However, since that time it was determined the project required approval from the Sun City Community Association's Board of Directors who granted approval for the screen room addition at their meeting on Wednesday, October 28th.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals Public Hearing on October 28, 2009 recommended approval of the petitioner's request by a vote of 6 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.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2009-11.46 – An Ordinance Granting Approval of a Simplified Residential Zoning Variation for Rear Yard Setback Relief to Donald Kaliin at 11511 Windsor Drive.

- e) Discussion – Approval of Ordinance (O)2009-11.47 – An Ordinance Granting an Exemption from the Provisions of the Regency Square Development Guidelines to allow an Additional Wall Sign for Verizon Wireless – Wireless Zone, 12030 Princeton Drive

Senior Assistant to the Village Manager Lisa Armour reviewed a PowerPoint Presentation and reported that the Development Services Department is in receipt of a request from Bright Light Sign Company to allow a second wall sign for Verizon Wireless – Wireless Zone. Verizon recently took occupancy of the remaining portion of the former Vicaro’s tenant space (H&R Block occupies the other portion of the Vicaro’s space). The proposed 11’-8” x 2’-6” (29 sq. ft.) illuminated wall sign would be located on the side (north) elevation of Verizon’s tenant space, similar to the Dunkin’ Donuts wall sign at the opposite end of the retail center. Verizon has been issued a sign permit for an identical sign to be located over their storefront, facing Route 47 (east). A temporary “grand opening” sign, as allowed by the Sign Ordinance, has been permitted and placed over the storefront.

In accordance with the Regency Square Development Guidelines, one wall sign is permitted per tenant or one sign per street frontage on corner lots. The retail center is not located on a street corner; therefore, Verizon is permitted only one wall sign. The Village Board approved a similar request for relief to allow additional signage for Dunkin’ Donuts in 2004 (Ordinance # 2004-03.18).

The proposed wall sign has received approval from both the retail center property owner and Regency Square developer.

Recommended Conditions of Approval

1. The petitioner shall obtain a sign permit from the Development Services Department prior to installing the second sign.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2009-11.47 – An Ordinance Granting an Exemption from the Provisions of the Regency Square Development Guidelines to allow an Additional Wall Sign for Verizon Wireless – Wireless Zone, 12030 Princeton Drive.

- f) Discussion – Approval of Resolution (R)2009-11.68 – A Resolution Granting a Request for a Temporary Use Permit and Waiving of Fees for a Banner at Faith Community Church, 10547 Faiths Way

Senior Assistant to the Village Manager Lisa Armour reviewed a PowerPoint Presentation and reported that the Development Services Department is in receipt of a request from Faith Community Church to install one (1) 2.5’ by 6’ (15 sq. ft.) temporary banner advertising their holiday bazaar on Saturday, November 14, 2009. The proposed banner will be single sided and located at the south end of the church’s property facing Algonquin Road. The banner would be installed immediately following approval by the Village Board and removed no later

than November 15th. The Village Board's authorization for this request is required in accordance with the Sign Code §153.17 Prohibited Signs, subparagraph (K) Banners and Flags.

Additionally, Faith Community Church has requested the Village Board to waive all required permit fees for the banner.

Recommended Conditions of Approval

1. The petitioner shall obtain a sign permit from the Development Services Department.
2. The petitioner shall remove the banner and all temporary sign posts and frames from the site no later than November 15th.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2009-11.68 – A Resolution Granting a Request for a Temporary Use Permit and Waiving of Fees for a Banner at Faith Community Church, 10547 Faiths Way.

- g) Discussion – Approval of Resolution (R)2009-11.69 – A Resolution Granting a Temporary Use Permit for an Exemption from the Provisions of the Sign Ordinance to allow a Temporary Banner for Prime Outlets Huntley

Senior Assistant to the Village Manager Lisa Armour reviewed a PowerPoint Presentation and reported that the Development Services Department is in receipt of a request from Prime Outlets Huntley to install one (1) 4' by 8' (32 sq. ft.) temporary banner advertising the "Midnight Madness Sale". The banner would be located within the landscaped island at the mall's entrance and would be installed from November 6 – 27, 2009, pending Village Board approval. The Village Board's authorization for this request is required in accordance with the Sign Code §153.17 Prohibited Signs, subparagraph (K) Banners and Flags.

The Village Board previously approved a sign permit request for the "Midnight Madness Sale" banner on November 6, 2008.

Recommended Conditions of Approval

1. The petitioner shall obtain a sign permit from the Development Services Department prior to installing the sign.

Ms. Armour reported that Rick Feder, General Manager of Prime Outlets, was in attendance should the Committee have questions.

Mayor Sass asked if the Committee had questions or comments.

Trustee Fender asked if the Midnight Madness Sale was for the entire mall or just one store. Mr. Feder reported that the sale was for the entire mall.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2009-11.69 – A Resolution Granting a Temporary Use Permit for an Exemption from the Provisions of the Sign Ordinance to allow a Temporary Banner for Prime Outlets Huntley.

- h) Discussion – Approval of Resolution (R)2009-11.70 – A Resolution Granting a Request for a Temporary Use Permit for a Banner at Niko’s Grill and Pub, 11900 Freeman Road

Village Manager David Johnson reviewed a PowerPoint Presentation and reported that the Development Services Department is in receipt of a request from Niko’s Grill and Pub to install one (1) 4’ by 8’ (32 sq. ft.) temporary banner advertising Sunday Brunch. The proposed banner is single sided and located within the landscaped buffer between their parking lot and the right-of-way for Freeman Road. The banner would be installed immediately following approval by the Village Board and removed by the end of December. The Village Board’s authorization for this request is required in accordance with the Sign Code §153.17 Prohibited Signs, subparagraph (K) Banners and Flags.

Recommended Conditions of Approval

1. The petitioner shall obtain a sign permit from the Development Services Department.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2009-11.70 – A Resolution Granting a Request for a Temporary Use Permit for a Banner at Niko’s Grill and Pub, 11900 Freeman Road.

- i) Discussion – Approval of Ordinance (O)2009-11.48 – An Ordinance Accepting Public Improvements – Grove Street Subdivision

Village Manager David Johnson reported that the Village Board routinely accepts for ownership and maintenance, subdivisions once public improvements are successfully constructed and inspected.

The Village has received a request from P.S. Coyote, Inc. (PSC), for the acceptance of the Grove Street Subdivision, along with the release of the performance guarantee for the public improvements.

PSC has been working to correct the punch list items generated by the Village for the past several weeks. All of the punch list work has now been completed.

It is recommended that the Village accepts the public improvements for maintenance for the Grove Street Subdivision with modifications to the financial securities as follows:

Project	Cost Estimate	Performance Bond Amount (120% of Estimate)	Proposed Disposition	Maintenance Amount Required (10% of Estimate)
Grove Street Subdivision	\$37,335.00	\$44,802.00	Release	\$3,733.00

The maintenance securities shall remain in effect for three (3) years from the date of acceptance by the Village Board of Trustees.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2009-11.48 – An Ordinance Accepting Public Improvements – Grove Street Subdivision.

- j) Discussion – Approval of Ordinance (O)2009-11.49 – Authorization for the Village of Huntley to Enter into a Cable Television Franchise Agreement with Comcast of Northern Illinois, Inc.

Village Manager David Johnson reported that on November 15, 2007, the Village Board approved several ordinances which added TITLE XI: Chapter 119 to the Village’s Code of Ordinance pursuant to the provisions of the Illinois Cable and Video Competition Law of 2007, Public Act 95-0009. At this same time, the Village Board approved an extension to the Cable Television Franchise Agreement with Comcast to March 15, 2008 in order to complete all documentation in preparation of passage of the Illinois Cable and Video Competition Law of 2007.

At the implementation of the Illinois Cable and Video Competition Law of 2007, a letter was sent to Comcast with the finalized version of the Franchise Fee, Right of Way and Franchise Ordinances and acknowledgement that Comcast did have a franchise within the Village of Huntley under the Illinois Cable and Video Competition Law of 2007.

The Cable and Video Competition Law of 2007 enables a video/cable service operator, such as AT&T and Comcast, to enter into what would be a state wide franchise as opposed to negotiating individual agreements with local governments which Comcast has done before.

Comcast has decided not to pursue statewide franchise authorization in the State of Illinois and wishes to keep intact its agreements with municipalities and its rights under the Federal Cable Act which provides separate and additional right to cable operators aside from state legislation.

The proposed agreement would grant Comcast the right to continue to operate in the Village rights of way for five (5) years. The collection and payment to the Village of the 5% Franchise Fee remains consistent with all video service providers as well as the availability of Public, Educational and Governmental Access.

In order to ensure compliance with federal law, a notice in the *Northwest Herald* was published on October 26, 2009 notifying the public that the Village will have a public hearing prior to the November 12, 2009 Village Board's consideration of granting this franchise.

Village Manager Johnson reported that the Village Attorney has reviewed and made modifications to the proposed agreement.

Mayor Sass asked if the Committee had questions or comments.

Trustee Kadakia noted page 9, Section 8.5 and asked what the status of the PEG capabilities were. Village Manager Johnson reported that this is included in the Agreement for possible future use but to date the Village has never implemented Section 8.5 PEG Capital Payments for Equipment and Facilities.

Trustee Fender asked if AT&T had a Franchise Agreement with the Village through the State Franchise Agreement. Village Manager Johnson concurred.

Trustee Mercer asked if AT&T was required to pay the 5% Franchise Fee for their U-Verse Program. Village Manager Johnson said yes.

Trustee Fender asked if businesses that supported Dish capabilities are also charged the 5% Franchise Fee. Village Manager Johnson reported that they are not required to pay the franchise fee as they do not use the Village's rights-of-way.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2009-11.49 – Authorization for the Village of Huntley to Enter into a Cable Television Franchise Agreement with Comcast of Northern Illinois, Inc.

- k) Discussion – Acceptance of the Phase III West Wastewater Treatment Plant Improvements and Final Payout to Joseph J. Henderson & Son, Inc. in the amount of \$157,611.00

On October 5, 2006, the Village Board of Trustees awarded Joseph J. Henderson & Son, Inc., the contract for the 1 million gallon Phase 3 expansion of the West Wastewater Treatment plant. The contract amount awarded was \$14,320,000.00.

In accordance with the Facility Expansion Agreement with Huntley Venture for the Talamore Subdivision all costs for the Phase 3 West Wastewater Treatment Plant Improvements are to be funded by Huntley Venture. Since retainage is no longer being held on the payout, payment will be held until funds are received from Huntley Venture.

Joseph J. Henderson & Son, Inc. is now requesting Final payment for completion of the West Wastewater Treatment Plant Improvements Phase 3. Final payout is also considered as final acceptance of the improvements.

In the opinion of the Village's project engineer, Baxter & Woodman, the amount now due and payable to Joseph J. Henderson & Son, Inc. in accordance with the terms of the Construction Contract Documents for this project is \$157,611.00. The Phase 3 improvements are now 100% complete.

Joseph J. Henderson & Son has posted a Three-Year Maintenance Bond in the amount of \$718,271.35 (5% of total contract price) in accordance with the contract to protect the Village from all defects in workmanship and materials which may become apparent during said period.

The following is a list of payouts made to Joseph J. Henderson & Son, Inc., to date:

Payout	Work Performed	Less 10% Retainage	Deduct *	Liquidated Damages***	Date Approved	Amount Approved
#1	\$804,467.78	\$80,446.78	0		3/22/07	\$724,021.00
#2	\$481,536.11	\$48,153.61	\$493.53		4/12/07	\$432,888.97
#3	\$715,583.59	\$71,558.36	0		5/3/07	\$644,025.23
#4	\$830,274.68	\$83,027.47	0		6/14/07	\$747,247.21
#5	\$1,677,305.00	\$167,730.50	\$1,047.02		7/12/07	\$1,508,527.48
#6	\$1,254,659.23	\$125,465.92	0		8/9/07	\$1,128,116.07
#7	\$1,495,179.95	0	\$1,215.54		9/13/07	\$1,493,964.41
#8	\$1,157,828.38	0	0		10/12/07	\$1,157,828.38
#9	\$933,126.59	\$139,617.36	0		11/15/07	\$793,509.23
#10	\$850,902.72	0	0		12/6/07	\$850,902.72
#11	\$608,754.54	0	0		1/17/08	\$608,754.54
#12	\$242,050.93	0	0		2/21/08	\$242,050.93
#13	\$279,516.38	0	0		3/6/08	\$279,516.38
#14	\$323,775.96	0	0		3/27/08	\$323,775.96
#15	\$367,814.81	0	0		5/1/08	\$367,814.81
#16	\$347,284.40	0	0		5/22/08	\$347,284.40
#17	\$246,329.57	0	0		7/10/08	\$246,329.57
#18	\$230,608.36	0	0		08/07/08	\$230,608.36
#19	\$289,226.77	0	0		09/18/08	\$289,226.77
#20	\$278,467.58	\$278.89	0		10/23/08	\$278,188.69
#21	\$194,676.46	0	0		11/6/08	\$194,676.46
#22	\$217,254.27	0	0		12/4/08	\$217,254.27
#23	\$292,314.44	-\$429,767.34**	0	\$106,000.00	2/19/09	\$616,081.78
#24	\$225,346.42		0	0	5/28/09	\$225,346.42
#25	\$24,142.08	-186,511.55	\$3,000.00		8/13/09	\$207,653.63
Final	\$0	-\$100,000	0	-\$57,611.00	Proposed	\$157,611.00
Total	\$14,368,427.00	0	\$5,756.09	\$48,389.00		\$14,314,281.91

*Additional Engineering Review; Amounts are subtracted from Work Performed

**Retainage Deduction

***Liquidated Damages after completion date 9/22/08

Funds paid to date including the proposed is \$14,314,281.91. Adjusted contract amount is \$14,362,670.91(\$14,368,427.00 minus deducts of \$5,756.09). The adjusted contract amount minus funds paid to date, including the proposed, completes the project under the adjusted contract budget by \$48,389.00 or \$5,718.09 under "Original" contract amount of \$14,320,000.

Mayor Sass asked if the Committee had questions or comments.

Trustee Kadakia asked if the plant was now operational to which Village Manager Johnson replied yes.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Acceptance of the Phase III West Wastewater Treatment Plant Improvements and Final Payout to Joseph J. Henderson & Son, Inc. in the amount of \$157,611.00.

- 1) Discussion – Approval of Payment Request No. 2 – Wm. Tonyan and Sons, Inc. for Police Department Second Floor Build-Out in the amount of \$40,000.00

Mayor Sass reported that on August 13, 2009, the Village Board of Trustees awarded Wm. Tonyan and Sons, Inc. the contract to complete the build-out of the unfinished second floor area of the Police Department. The contract amount awarded was \$142,850.00.

The project is funded out of the Municipal Building Fund which had a beginning fund balance of \$300,000.00; budget line item number 05-10-4-7600.

Wm. Tonyan and Sons, Inc. started work on September 10th and is now requesting partial payment for work performed and materials purchased through October 20, 2009.

In the opinion of the Village’s Public Works Director, the amount due and payable to Wm. Tonyan and Sons, Inc., in accordance with the terms of the construction contract documents for this project is \$40,000.00.

Payout	Work Performed	Deduct	Extra	Date Approved	Amount Approved
#1	\$14,000.00	0	0	10/08/09	\$14,000.00
#2	\$40,000.00	0	0	Proposed	\$40,000.00

Funds paid to date including proposed is \$54,000.00. Awarded contract amount of \$142,850.00 minus payouts to date, \$54,000.00, leaves an outstanding balance of \$88,850.00.

Mayor Sass asked if the Committee had questions or comments; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Payment Request No. 2 – Wm. Tonyan and Sons, Inc. for Police Department Second Floor Build-Out in the amount of \$40,000.00.

- m) Discussion – Approval of Resolution (R)2009-11.71 – Authorization for the Village of Huntley to enter into an Intergovernmental Agreement with the Huntley Fire Protection District to Provide Fire Code Enforcement and Site Plan Review Services

Village Manager David Johnson reported that the Huntley Fire Protection District currently provides fire code enforcement and site plan review services for new and existing buildings within the Village of Huntley. The proposed intergovernmental agreement formalizes the advisory services to be provided by the District. The agreement sets forth the site plan review requirements. These items are currently utilized to review non-residential buildings. The fees referred to Section 13 of the agreement are collected at the time of issuance of a building permit and then remitted to the Fire District and are set out in Section 155.210 of the Village Subdivision Ordinance.

The agreement is similar in content to agreements that the Fire District has with the Villages of Algonquin and Lake in the Hills. It confirms the Fire District's advisory role and the Village's role as the authority having jurisdiction in these matters.

The agreement has been reviewed by the Village Attorney and is in order for Village Board consideration at this time.

Mayor Sass asked if the Committee had questions or comments.

Trustee Mercer asked why this Agreement was needed. Village Attorney Mike Coppedge reported that the Agreement formalizes the services already provided by the Huntley Fire Protection District.

There were no other questions or comments.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2009-11.71 – Authorization for the Village of Huntley to enter into an Intergovernmental Agreement with the Huntley Fire Protection District to Provide Fire Code Enforcement and Site Plan Review Services.

- n) Discussion – Approval of the Christmas in the Square Event 2009

Management Assistant Barbara Read reported that the Huntley Jaycees and other Huntley organizations are requesting approval and assistance to conduct a Christmas in the Square event on Saturday December 5, 2009 from 2:00 – 7:00 pm. The following is an outline of the events tentatively scheduled and coordinated by the Jaycees, Huntley Park District, Huntley Area Library, other local organizations and Village Staff:

- Friends of the Library Book Sale (1:00 – 7:00 pm)
- Kris Kringle Market – Farmers' Market Vendors & Crafters (2:00–7:00 pm)
- Hayrides – Church Street through Ol' Timer Park (2:00 – 7:00 pm)
- Kids Crafts – sponsored by the Huntley Park District (3:00 – 7:00 pm)

- Reading of Holiday Stories – sponsored by the Huntley Area Public Library (3:00–7:00 pm)
- Santa will ride up to the square on a fire truck at 4:45 pm
- Tree Lighting in the Gazebo (5:00 pm)
- Pictures with Santa in the Gazebo (5:00–7:00 pm)
- Caroling (TBD)
- Free hot cocoa / cookies – sponsored by Westlake Community Church (2:00–7:00 pm)
- Coat Drive – sponsored by Huntley Jaycees
- Parking will be available in the church parking lots, municipal parking lots and street parking

Village Responsibilities

- Purchase of Christmas Tree
- Installation of lights on Village Christmas Tree in the Gazebo and trees/bushes in the Square (week of November 23rd)
- Installation of the event banner over Main Street
- Coordination of Kris Kringle Market
- Use of Village barricades for closure of Coral Street between Church and Woodstock Streets

Other Responsibilities

- Purchase / obtain all lights for the Square – Huntley Jaycees

Approval is requested of the Village Board to authorize Staff to proceed with the event as proposed.

Mayor Sass asked if the Committee had questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval to authorize Staff to proceed with the Christmas on the Square Event.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT:

Village Manager Johnson reported that the \$14,417.11 expenditure from Standard Equipment Company that Trustee Kadakia inquired about under Agenda Item b is the replacement of a fan in the Village’s Street Sweeper.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported on the following:

- Reminder that there will be a Public Hearing regarding the Comcast Franchise Agreement at the beginning of next week’s Board Meeting.
- The Mayor provided an update from the tollway meeting that he and Village Manager Johnson attended on Tuesday, November 3rd.

UNFINISHED BUSINESS:

Trustee Mercer asked which property owners and/or stakeholders were included in the Downtown Revitalization study interviews. Village Manager Johnson reported that the interviews included property owners located around the town square. Village Manager Johnson reported that Staff will bring the downtown map before the Village Board at an upcoming meeting.

NEW BUSINESS: None

EXECUTIVE SESSION:

A MOTION was made at 7:36 p.m. to enter into Executive Session for the purpose of b) Contractual

MOTION: Trustee Piwko
SECOND: Trustee Kanakaris
The motion carried.

A MOTION was made at 7:43 p.m. to exit Executive Session.

MOTION: Trustee Kanakaris
SECOND: Trustee Mercer

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There was a MOTION made to adjourn the meeting at 7:44 p.m.

MOTION: Trustee Fender
SECOND: Trustee Mercer
Motion carried unanimously.

Respectfully submitted,

Barbara Read
Recording Secretary