

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
June 4, 2015
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, June 4, 2015 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Ronda Goldman, Tim Hoeft, Harry Leopold, John Piwko and JR Westberg.

ABSENT: Trustee Niko Kanakaris

IN ATTENDANCE: Village Manager David Johnson, Management Assistant Barbara Read, Director of Finance and Human Resources Jennifer Chernak 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 May 14, 2015 Village Board Meeting Minutes

Mayor Sass asked if the Committee had any comments or changes to 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 May 14, 2015 Village Board Meeting Minutes.

- b) Discussion – Approval of the June 11, 2015 Bill List in the Amount of \$379,058.40

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

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the June 11, 2015 Bill List in the Amount of \$379,058.40.

- c) Discussion – Consideration of an Ordinance Approving an Outdoor Seating Area as an Accessory Use to Sammy's Bar and Grill Restaurant, 11012 Route 47

Mayor Sass reported that Michael Bruski, proprietor of Sammy's Bar and Grill Restaurant, is requesting a 414 square foot (23' x 18') outdoor seating area as an accessory use to the restaurant to be located at the southeast corner of the building. Construction of the patio will necessitate the removal of the existing asphalt and the addition of a 23' x 12.5' concrete area to match the existing ±5'-6" wide sidewalk at the southeast corner of the building.

The proposed 414 square foot patio will replace three (3) parking stalls along the south elevation of the building. Two (2) parking spaces will be added on the east side of the patio which results in a net loss of one parking space. The proposed patio will be bordered by a five-foot aluminum fence and bollards providing protection from the vehicular traffic circulating within the parking area. The proposed patio will have tables and chairs providing seating for between 16 and 20 patrons.

Staff Analysis

The Zoning Ordinance requires restaurant parking at a ratio of one (1) parking space per three (3) seats. Currently, Sammy's has eighty-five (85) seats and thirty-nine (39) parking stalls. When the patio is constructed the parking lot will have thirty-eight (38) spaces thus allowing for 114 seats in the restaurant. The restaurant's total seating following construction of the patio is 104, and therefore, would remain in conformance with the requisite restaurant seating/parking ratio dictated by the Village's parking regulations.

Staff recommends the following conditions should the Village Board approve the outdoor seating area as an accessory use to the existing restaurant:

1. All site development must occur in full compliance with the submitted plans and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. No building plans or permits are approved as part of this submittal.

Legal Analysis

The Zoning Ordinance Section 156.084 Temporary Uses, Structures and Obstructions; (E) (12) *Outdoor Restaurants*, accommodates in any Commercial or Business District an outdoor restaurant as an accessory use to a restaurant as a principal use, provided however, that any such restaurant serving alcoholic beverages must adhere to Village of Huntley Code of Ordinances Chapter 110: Alcoholic Beverages.

The amendment(s) required to the petitioner's liquor license to accommodate alcohol sales/consumption within the Outdoor Seating Area shall be considered at a subsequent Liquor Commission Hearing.

Mayor Sass reported that Mr. Bruski was in attendance to answer questions.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Leopold asked if curb was going to be installed around the area. Mr. Bruski reported that 3 inch pipes would be set in concrete and the fencing would be installed on those pipes. Mr. Bruski stated that there would not be a curb installed. Trustee Leopold reported that the petitioner will need to follow Village Code.

Trustee Piwko stated that he had problems with the location of the outdoor seating area as with the location of the two (2) new parking spaces there will not be enough room to make the turn safely. Trustee Piwko suggested that the outdoor area be located in the rear of the building so to utilize the rear entrance door. Mr. Bruski stated that he wanted the outdoor seating area in the proposed location so to be a better visual for his business.

Trustee Goldman stated that the outdoor seating area will be a positive for the business and the
06.04.15 COW Minutes

downtown.

There were no other comments or questions.

Mayor Sass stated that this item will require a Roll Call Vote.

It was the consensus of the Committee of the Whole to forward on to the Village Board an Ordinance Approving an Outdoor Seating Area as an Accessory Use to Sammy's Bar and Grill Restaurant located at 11012 Route 47, subject to the conditions of approval.

- d) Discussion - Consideration of a Resolution Approving the Centegra Health System Family Health Fest – Centegra Health Care Campus, 10450 Algonquin Road

Mayor Sass reported that the Village is in receipt of a request from Centegra Health System to hold their annual Family Health Fest on Saturday, July 18, 2015. The event will be held in the new northernmost parking lot on the Centegra Healthcare Campus, directly north of the Immediate Care Center.

Staff Analysis

The Saturday, July 18, 2015 event will be held between 9:00 a.m. and 12:00 p.m. and will take place in the new parking lot located north of the Immediate Care Center. Centegra has requested permission to install the tents for the event on Friday, July 17, 2015 as well as the fencing around the areas where activities will take place. These activities include: a climbing rock wall, safety helmet checks, DJ music refreshment zones, Touch-a-Truck vehicles display (including service vehicles, Flight for Life and construction equipment), and various class demonstrations. Food and beverages will be supplied by Centegra catering and coordinated through the McHenry Department of Health.

As with previous events held within the Centegra Campus, signage is proposed along Haligus Road, to be placed before the event and removed by 5:00 p.m. the day of the event, directing traffic to extra parking at Marlowe Middle School.

Additionally, Centegra will contact the Huntley Police Department regarding assistance with traffic control on Algonquin Road and Haligus Road.

Should the Board approve this request, Staff recommends the following Conditions of Approval:

1. The Centegra Family Health Fest shall be conducted in accordance with the Centegra Event Request Letter, dated April 21, 2015, and accompanying site plan.
2. Tent inspection(s) shall be scheduled with the Development Services Department and a copy of the Certificate of Flame Retardancy for the tents must be provided to the Development Services Department.
3. The \$75.00 Temporary Use Permit fee shall be paid to the Village of Huntley.
4. Police assistance for traffic control must be coordinated through the Huntley Police Department.
5. Off-site signage shall be removed by 5:00 p.m. on Saturday, July 18, 2015.
6. The event must be conducted so not to adversely impact surrounding properties.

7. The event location and surrounding area shall be cleaned of all trash at the end of the festivities.

Financial Impact

Applicant understands that any extraordinary request for Police involvement during the event is their responsibility.

Mayor Sass asked if the Committee had any comments or questions.

Trustee Leopold asked if the \$75 fee would be waived; Trustee Piwko stated that Centegra was a for-profit and the fee is waived for non-profits.

Trustee Westberg asked if it was free for the public; Village Manager Johnson reported that historically it was free to the public.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board a Resolution Granting Approval of the request from Centegra Health System for the Family Health Fest to be held on Saturday, July 18, 2015 at 10450 Algonquin Road.

- e) Transmittal – Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended December 31, 2014

Director of Finance Jennifer Chernak reported that the Comprehensive Annual Finance Report (CAFR) for the fiscal year ended December 31, 2014 was transmitted to the Village President and Board of Trustees.

Director Chernak invited the Village auditor Mr. Fred Lantz of Sikich, LLP to present an overview of the CAFR.

Mr. Lantz reviewed a Power Point Presentation answered questions and made clarifications, as necessary.

Page 1 - 2 Independent Auditor's Report: Less than 3/10 of 1% of all government agencies nationwide and only 1 out of 20 in the State of Illinois receive a “clean” unqualified opinion. The Village of Huntley is one of the agencies. The auditor's review of the Village's financial records confirms the information contained in the report is fairly and accurately presented without any misrepresentations or areas of concern.

MD&A4: Table 1; the statement of net assets on this page includes the outstanding TIF debt (TIF1-South TIF). There are no assets associated with the TIF debt; therefore, the total net assets shown in this table are not “balanced” nor is it indicative of the Village's financial position.

MD&A5: Table 1a displays the same information *excluding the TIF activity*. The statement of net assets is an indicator of the Village's financial position. Removal of the TIF debt from the net assets truly presents the Village's overall positive financial position.

Page 4: The Village is in a strong financial position with cash and investments totaling over \$30.2 million dollars at the end of 2014. The Village Board is governing an operation that has assets in excess

of \$235 million dollars.

Page 5: The Statement of Activities displays the cost of providing services to our constituents. During 2014, the cost to provide Huntley residents services at current levels was over \$23.5 million dollars. The change in net assets decreased by \$1,941,256 and is attributable to depreciation and amortization of assets from Business-Type Activities.

Page 6: Total Governmental Funds Liabilities and Fund balance is \$25.1 million dollars. The fund reserve policy requirement is \$4.7 million. Funds assigned for future operations, capital projects, and the capital transfer are \$2,324,378 of which \$1,217,495 was allocated in the 2015 budget.

Page 8: Excess of revenues over expenditures displays the resources or cash available to the Village during the year to pay expenses. The General Fund had \$1,620,947 excess revenues over expenditures at the end of 2014. The additional revenues can be primarily attributed to unexpected higher revenues in building permits and other development related fees.

Page 11: The change in net assets for proprietary funds, water/sewer, are operating at a loss during 2014. Removal of depreciation from the equation, a non-cash transaction, the water funds realized a loss in operating income totaling \$321,847 due to a mild summer resulting in lower revenues. The sewer funds realized a slight gain in operating income totaling \$33,719. The Benefits Fund, an internal service fund, for the Village's employee health and life benefits is funded by charges to user departments and employee contributions. During 2014 the fund realized an increase in net position by \$391,972.

Page 14: The Village of Huntley Police Pension Fund recognized a net increase of \$825,073. The Police Pension Fund holds \$5.9 million in assets as of 12/31/14. Net investment income realized a \$228,420 gain from 2013.

Page 27 - 30: Long term debt schedules display principal payments of the TIF, PW Installment Contract, Municipal Complex debt certificates (2008B) and Water/Sewer Fund certificates (2008A) used to pay for the Sewer Interceptor Project during 2013. The Public Works Installment Contract was refinanced in January 2011 with a net interest rate of 1.45%. Both the TIF and PW Installment debt will be retired in 2016 while the Water/Sewer Fund debt will retire in 2018.

Page 48: The Illinois Municipal Retirement Fund was 83.07% funded as of December 31, 2014. The 2014 employer contribution rate was 10.64% and the 2015 rate is 10.51%.

Page 49: The Police Pension Fund was 48.38% funded at the end of 2014, a good ratio for a newer fund (established in June, 2001). By 2042, the Fund is required to be funded at 100%.

Page 52, 54-55: The Village adopted Governmental Accounting Standards Board (GASB) Statement No. 67, *Financial Reporting for Pension Plans – An Amendment of GASB Statement No. 25*. GASB 67 requires the Village to modify certain disclosure and add additional supplementary information.

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

It was the consensus of the Committee of the Whole to forward on the Village Board to accept and place on file the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended

December 31, 2014.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT: None

VILLAGE PRESIDENT'S REPORT:

Mayor Sass reported that there will be a Liquor Commission Hearing on June 11th for Sammy's license amendment for the outdoor seating.

Mayor Sass reported that Huntley was hosting the June McCOG meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Trustee Piwko reported that Culver's would like to invite the Village Board to their ground breaking on June 12th at 9:00 a.m.

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEMS: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:40 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary